

Oklahoma Tax Commission



Online Gross Production Reporting System User Guide

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Introduction

Welcome to the new online Gross Production Reporting system. This system has been developed for Oil and Gas Industry customers to submit monthly production reports, as well as, remit tax payments electronically to the Oklahoma Tax Commission.

Getting Started

User Account Set up

To access the online Gross Production Reporting system please send a request to the Oklahoma Tax Commission to have an Administrative account created. Go to the Oklahoma Tax Commission website: www.ok.gov/tax, select “Gross Production,” then “Online Registration & Reporting Guidelines,” and finally select “Gross Production Reporting Administrative Sign-Up.”

First-time User Login

Once an Administrative account has been created, the user will need to complete the first-time user login process to finish the account registration. Complete the following steps to create a username and change the initial password:

1. Access the Gross Production Reporting system.
2. Under the “New User?” section, enter the email address that was used to create the account under the “New User?” Section.
3. Click “Register.”

Oklahoma Tax Commission

Gross Production Reporting System

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website

Welcome to the Gross Production Reporting System

Registered User:

Username:

Password:

[Login](#) [Login Help](#)

New User?

Enter Email Address below to Register:

[Register](#)

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4. Enter the Initial Password, which was provided via email at the time the account was set up by the Oklahoma Tax Commission, and select "Continue".

The screenshot shows the 'Gross Production Reporting System Account Setup' page of the Oklahoma Tax Commission website. The header includes the Oklahoma Tax Commission logo and the title 'Gross Production Reporting System'. A navigation bar contains links for 'Home', 'Oklahoma Tax Commission', 'Contact Us', and 'State of Oklahoma Website'. The main content area is titled 'Gross Production Reporting System Account Setup' and contains instructions for registration. It includes a legend for required fields, an 'Email Address' field with the value 'sampleuser1@sample.com', and an 'Initial Password' field with masked characters. At the bottom of the form are 'Continue' and 'Back' buttons. The footer contains links for 'Policies', 'About Oklahoma's Web Portal', and 'Feedback', along with a copyright notice for 2015 State of Oklahoma.

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Gross Production Reporting System Account Setup

Please complete the registration below. When validated, you will be asked to set up an account using the email address to access the Gross Production Reporting System application.

Please follow the instructions on each page that follows.

* - Indicates required field

Email Address

Initial Password

[Continue](#) [Back](#)

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5. Complete the “User Information” section by re-entering the user email address and providing a 10 digit phone number. If International, users need to provide a U.S. telephone number. This number will not be used to contact the user.

[Gross Production Reporting System](#) / [Register for Login Account](#) / Register for Login Account

Gross Production Reporting System Account Setup

You will need to set-up an account to access the Gross Production Reporting System. Please enter the information required below to continue.

* Indicates Required Field

User Information:

* First Name:

Middle Initial:

* Last Name:

Company Name:

* Email:

* Re-Enter Email:

* 10-Digit Phone: (digits only)

6. Next, complete the “Create Login Information” section.

Create Login Information:

Your Username:

Is NOT case sensitive.

Must be between **8 and 15 characters** long.

* Create Username:

Your Password must:

Be reset every **90 days** per state policy.

Be between **8 and 15 characters** long.

Not based on anything somebody could easily guess (ie - birth date, telephone number, etc.).

Not contain consecutive identical characters. (ie - 77,ee,00, etc.)

Not be all-numeric or all-alphabetical characters. (ie - 55555555,abcdefgh, etc.)

An example of a VALID password is **A9f3Z4b0**.

An example of an INVALID password is **CLASSof1999**.


Password IS case sensitive.

* Create Password:

* Re-Enter Password:

Security Questions:


* Question 1:

* Answer 1:

* Question 2:

* Answer 2:

7. Select "Submit" to complete the first-time user registration process. The system will display the screen below. Select "Return to Gross Production Reporting System" to log into the system.



Logging into the System

Once the first-time user registration process has been completed, the user will be directed back to the initial login screen. Enter the newly created username and password and select “Login”.

The screenshot shows the login page for the Oklahoma Tax Commission's Gross Production Reporting System. The page has a blue header with the Oklahoma state seal on the left and the system name on the right. A navigation bar below the header contains links to Home, Oklahoma Tax Commission, Contact Us, and State of Oklahoma Website. The main content area is white and features a large heading 'Welcome to the Gross Production Reporting System'. On the left side of this area, there are two login sections. The first section, 'Registered User:', includes fields for 'Username:' (containing 'sampleuser1') and 'Password:' (masked with dots), followed by 'Login' and 'Login Help' buttons. The second section, 'New User?', includes a field for 'Enter Email Address below to Register:' and a 'Register' button. The footer is blue and contains links for 'Policies', 'About Oklahoma's Web Portal', and 'Feedback', along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

OK.GOV Gross Production Reporting System

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website

Welcome to the Gross Production Reporting System

Registered User:

Username:
sampleuser1

Password:

Login Login Help

New User?

Enter Email Address below
to Register:

Register

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If the password or username is unknown, select the “Login Help” link located next to the Login button.

The screenshot shows the login page for the Oklahoma Tax Commission's Gross Production Reporting System. The header features the Oklahoma Tax Commission logo and the system name. A navigation bar includes links for Home, Oklahoma Tax Commission, Contact Us, and State of Oklahoma Website. The main content area is titled "Welcome to the Gross Production Reporting System". On the left, there are two sections: "Registered User:" and "New User?". The "Registered User:" section contains fields for Username and Password, a Login button, and a Login Help link (highlighted with a red box). The "New User?" section contains a field for Email Address and a Register button. The footer includes links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

OK.GOV Gross Production Reporting System

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website

Welcome to the Gross Production Reporting System

Registered User:

Username:

Password:

Login Login Help

New User?

Enter Email Address below to Register:

Register

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Select the applicable option and complete the process to retrieve a username, reset a password, or change an email address.



Navigating the Online Gross Production Reporting System

Main Menu

Upon logging into the online Gross Production Reporting System, the user will be directed to the Main Menu page. There are four modules on the Main Menu page.



1. **Manage Users** – This module will allow Company Administrators to create additional user accounts for employees within the company, as well as, any third party vendors who may create/submit reports on behalf of the original company.
2. **Gross Production Tax Reporting and Payment** – This module will allow users to upload or manually enter 300R reports, view error logs, make corrections, submit the report, and remit a 300C and its accompanying payment. A standalone 300C can also be created, and a payment submitted, without creating the 300R first.
3. **View Submitted Reports** – This module allows companies to view submitted reports.

4. **Penalty and Interest Payment** – This module allows penalty and interest payments owed to be paid online. However, this module will not be functioning until the completion of the next phase.

Manage Users Module

Create New User Account

To create a new user for the company, select the “Manage Users” module from the Main Menu screen. This functionality can only be performed by a Company Administrator.



From the “Manage Company Users” screen, searches can be performed by First Name, Last Name, and Status. To create a new user account, select “Add New”.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:13

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Manage Company Users

Manage Company Users

Use any of the criteria below to filter the list of company users.

First Name Last Name Status

All ▼


Search Clear

Add New

[Return to Main Menu](#)

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Next, enter the user's information and select the companies and permissions to be associated to the user.



 Gross Production Reporting System

Time Remaining: 39:25

HomeOklahoma Tax CommissionContact UsState of Oklahoma WebsiteMy ProfileMy Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Company Users](#) / Add User

Add User

* Indicates a required field.

* First Name

* Last Name

* Email Address

* Confirm Email Address

* Initial Password

* Confirm Initial Password

* Active

☐ Yes ☐ No

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Make sure all required fields are completed and that at least one company and permission are selected. Select the “Save” button.



 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 36:08

HomeOklahoma Tax CommissionContact UsState of Oklahoma WebsiteMy ProfileMy Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Company Users](#) / [Add User](#)

Add User

* Indicates a required field.

* First Name
SampleUser2

* Last Name
Sample

* Email Address
sampleuser2@sample.com

* Confirm Email Address
sampleuser2@sample.com

* Initial Password
welcome356

* Confirm Initial Password
welcome356

* Active
☒ Yes ☐ No

Companies and Permissions

Company List

Company Name	Reporting Number	Gross Production Payments	Gross Production Reporting	Penalty and Interest Payments
<input checked="" type="checkbox"/> OTC USE ONLY	00000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Save

Cancel

[Return to Main Menu](#)



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At the top of the screen, the system will display a “Results” box reporting that the account was successfully created.

The screenshot displays the Oklahoma Tax Commission's Gross Production Reporting System. At the top, the header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is shown with links for Logout and Account Profile. A 'Time Remaining: 38:44' indicator is present. The main content area features a 'RESULTS' box with a circular icon and the text: 'The following result(s) have occurred: Company User, SampleUser2 Sample, was successfully updated.' Below this is the 'Manage Company Users' section, which includes a search form with fields for First Name, Last Name, and Status (set to All), and buttons for Search, Clear, and Add New. A 'Return to Main Menu' link is also visible. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:44

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

[Home](#) / Manage Company Users

RESULTS

The following result(s) have occurred:

Company User, SampleUser2 Sample, was successfully updated.

Manage Company Users

Use any of the criteria below to filter the list of company users.

First Name Last Name Status

All ▼

[Search](#) [Clear](#)

[Add New](#)

[Return to Main Menu](#)

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The new user will need to complete the first-time user process once the Company Administrator has created the account.

Editing a User Account

User accounts can be edited by searching for the user, selecting the user, and clicking the “Edit Selected” button.

Oklahoma Tax Commission Gross Production Reporting System

Time Remaining: 38:35

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Manage Company Users

Manage Company Users

Use any of the criteria below to filter the list of company users.

First Name: Last Name: Status:

Search Results - 1 Match Was Found

Company Users				
Name	Company Name	Email	Date Added	Status
<input checked="" type="radio"/> Sample, SampleUser2	OTC USE ONLY	sampleuser2@sample.com	05/27/2015	Active

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Accounts can also be deactivated by selecting the “No” radio button. This will retain the account information, but the user account will be inactive and will not be allowed to log into the system. The user account can also be reactivated by selecting the “Yes” radio button. After account edits are complete, select the “Save” button.

Oklahoma Tax Commission Gross Production Reporting System

Time Remaining: 38:38

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Company Users](#) / Edit User

Edit User

* Indicates a required field.

* First Name * Last Name

* Email Address

* Confirm Email Address

* Initial Password

* Confirm Initial Password

* Active
☒ Yes ☐ No

Companies and Permissions

Company List				
Company Name	Reporting Number	Gross Production Payments	Gross Production Reporting	Penalty and Interest Payments
<input checked="" type="checkbox"/> OTC USE ONLY	00000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Gross Production Tax Reporting & Payment Module

The Gross Production Tax Reporting & Payment Module is where the user can upload or enter 300R Detailed PUN reports.

The screenshot displays the user interface of the Oklahoma Tax Commission's Gross Production Reporting System. At the top, the header includes the Oklahoma Tax Commission logo on the left and the system title "Gross Production Reporting System" on the right, accompanied by a "Time Remaining: 38:22" timer. Below the header is a navigation bar with links: Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. The main content area begins with a welcome message for "Sample User 1 Sample" and links for "Logout" and "Account Profile". A "Home" link is also present. The "Main Menu" section contains four primary options, each with a descriptive text and a corresponding button: "Manage Users" (button: Manage Users), "Gross Production Tax Reporting and Payment" (button: Gross Production Tax, highlighted with a red border), "View Submitted Reports" (button: View Submitted Reports), and "Penalty and Interest Payment" (button: Penalty and Interest). The footer of the page includes links for "Policies", "About Oklahoma's Web Portal", and "Feedback", along with the copyright notice "© 2015 State of Oklahoma".

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:22

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Home

Main Menu

Manage Users

Select this option to add, edit or remove users.

Manage Users

Gross Production Tax Reporting and Payment

Select this option to add, edit or remove a 300R and/or 300C Gross Production Tax Reporting Form.

Gross Production Tax

View Submitted Reports

Select this option to view submitted Gross Production Tax Reports and submitted Penalty & Interest Payments.

View Submitted Reports

Penalty and Interest Payment

Select this option to submit payment for Penalty and Interest.

Penalty and Interest

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Gross Production Tax Reports Page Navigation

Selecting the “Gross Production Tax” button will take the user to the “Gross Production Tax Reports” page. From this page, the user can elect to upload a .csv file or manually enter a report.

The screenshot displays the 'Gross Production Tax Reports' page within the Oklahoma Tax Commission's reporting system. The header includes the Oklahoma Tax Commission logo and the system name 'Gross Production Reporting System'. A 'Time Remaining: 38:53' indicator is present in the top right. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. Below this, a welcome message for 'Sample User 1 Sample' is shown with links for Logout and Account Profile. The main content area features a breadcrumb trail 'Home / Manage Form 300R' and a section title 'Gross Production Tax Reports'. Two tabs, '300R' and '300C', are visible, with '300R' being the active tab. A 'Create New Form 300R' section offers two options: 'Upload 300R' (with a description and an 'Upload 300R' button) and 'Enter 300R' (with a description and an 'Enter 300R' button). Below this, a list of form statuses is shown, each with a 'more' link and a plus icon: 'Uploaded Form 300R', '300R Forms Pending Processing', '300R Forms In Progress', 'Non-Submitted Form 300R with Fatal Error(s)', 'Non-Submitted Form 300R with Warning(s)', 'Non-Submitted Form 300R', and 'Submitted Form 300R'. A 'Return to Main Menu' link is located at the bottom of the main content area. The footer contains a small graphic of a key and links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:53

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#)

Gross Production Tax Reports

300R 300C

Create New Form 300R less -

<p>Upload 300R</p> <p>Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.</p> <p>Upload 300R</p>	<p>Enter 300R</p> <p>Select this option to fill-out a Form 300R online.</p> <p>Enter 300R</p>
--	---

Uploaded Form 300R more +

300R Forms Pending Processing more +

300R Forms In Progress more +

Non-Submitted Form 300R with Fatal Error(s) more +

Non-Submitted Form 300R with Warning(s) more +

Non-Submitted Form 300R more +

Submitted Form 300R more +

[Return to Main Menu](#)

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300R Reporting

The online Gross Production Reporting System provides two ways to submit the monthly report. The user can upload a 300R form in a .csv file format. Information regarding the file format and layout can be found on the Oklahoma Tax Commissions website on the Gross Production page. The user can also manually enter a report into the online 300R form.

Uploading a 300R Form

To upload a .csv file report:

1. Select the “Upload 300R” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo, the title "Gross Production Reporting System", and a "Time Remaining: 38:53" indicator. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. Below the navigation bar, a welcome message for "Sample User 1 Sample" is displayed, along with links for Logout and Account Profile. The main content area is titled "Gross Production Tax Reports" and features two tabs: "300R" (selected) and "300C". Under the "300R" tab, there is a section titled "Create New Form 300R" with two options: "Upload 300R" and "Enter 300R". The "Upload 300R" option is highlighted with a red box and includes a red-bordered "Upload 300R" button. The "Enter 300R" option includes an "Enter 300R" button. Below these options, there are several expandable sections: "Uploaded Form 300R", "300R Forms Pending Processing", "300R Forms In Progress", "Non-Submitted Form 300R with Fatal Error(s)", "Non-Submitted Form 300R with Warning(s)", "Non-Submitted Form 300R", and "Submitted Form 300R". Each section has a "more" link and a plus icon. At the bottom of the page, there is a "Return to Main Menu" link and a footer with links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice "© 2015 State of Oklahoma".

2. If the user account has more than one company reporting number associated to it, the user will be prompted to select the appropriate reporting number. After selecting the correct reporting number, click the “Continue” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links: Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed with links for Logout and Account Profile. The breadcrumb trail is Home / Manage Form 300R / Upload Form 300R. The main heading is 'Upload 300R' followed by 'Company Selection'. A note states: '* Please choose the company for which you would like to submit this form.' Below this is a table titled 'Company List' with two columns: 'Company Name' and 'Reporting Number'. The table lists two options: 'OTC USE' with reporting number '77777' and 'OTC USE ONLY' with reporting number '00000'. Below the table are two buttons: 'Continue' (highlighted with a red box) and 'Cancel'. A link for 'Return to Main Menu' is also present. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:29

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [Upload Form 300R](#)

Upload 300R

Company Selection

* Please choose the company for which you would like to submit this form.

Company List	
Company Name	Reporting Number
<input type="radio"/> OTC USE	77777
<input type="radio"/> OTC USE ONLY	00000

[Continue](#) [Cancel](#)

[Return to Main Menu](#)

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- To select a file to upload, click on either the “Choose File” or “Browse” button, depending on the internet browser being utilized.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A user welcome message and a 'Time Remaining' indicator are also present. The main content area is titled 'Upload 300R' and provides instructions for uploading data. A red link is provided for detailed file layout instructions. A file upload section contains a 'Choose File' button, which is highlighted with a red rectangle. Below the upload section are 'Upload' and 'Back' buttons, and a 'Return to Main Menu' link. The footer includes a small graphic of a pen and links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 37:40

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / Upload Form 300R

Upload 300R

Below is a link to the file layout and specifications that must be used when uploading your 300R data. If this file layout is not used, your data will not be reported properly.

For a more detailed description and instructions on how to create a .csv file, please click the link below:

[Detailed File Layout & Instructions on How To Create a .CSV file](#)

File Upload

* Select the file you wish to upload *.csv

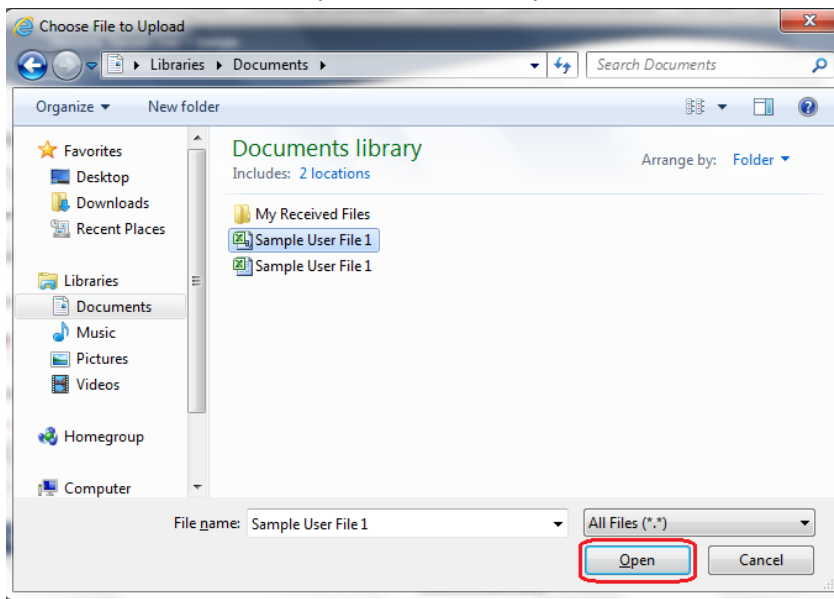
[Choose File](#) No file chosen

[Upload](#) [Back](#)

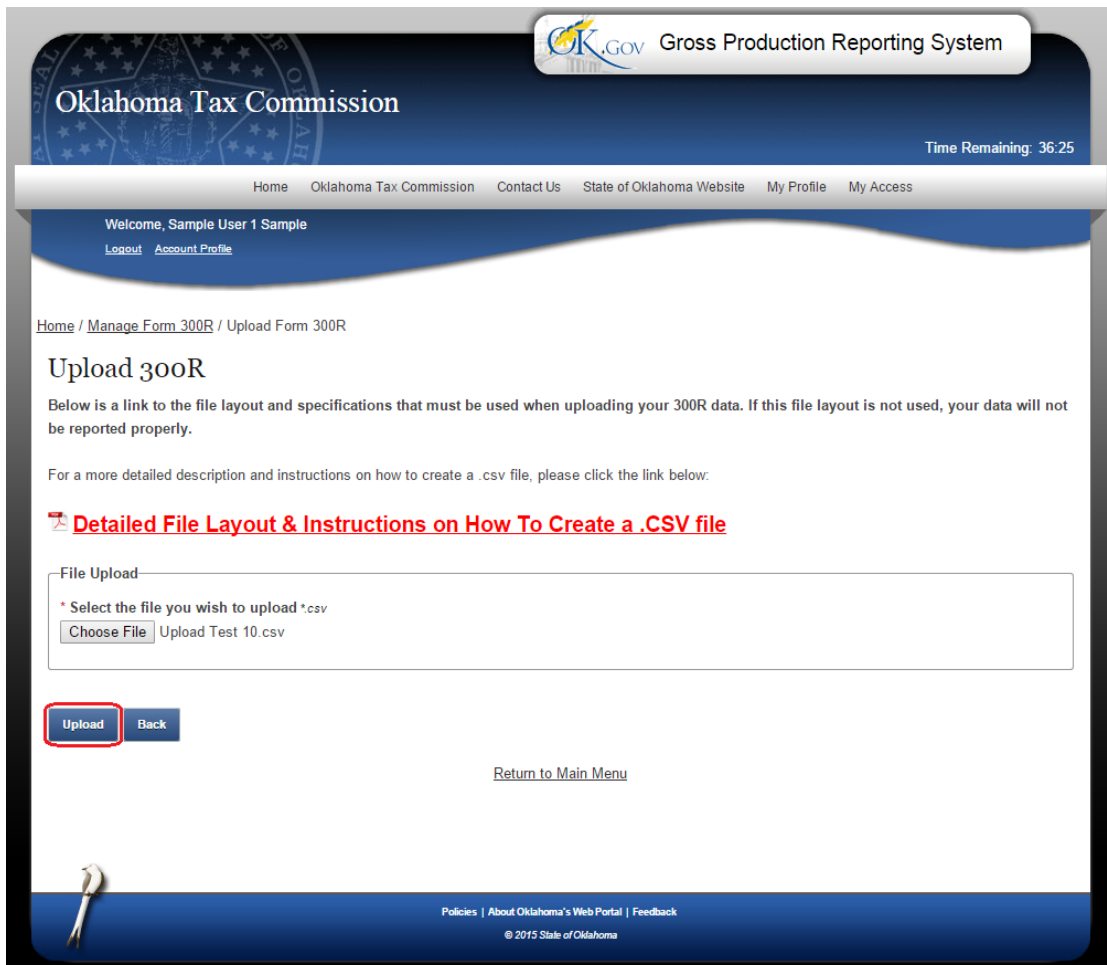
[Return to Main Menu](#)

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4. Select the desired file to upload and click “Open”.




5. Click the “Upload” button.



The system will display an “upload successful” message when the file has been uploaded.


[Home](#) / [Manage Form 300R](#)




The following result(s) have occurred:
Upload successful

Gross Production Tax Reports

The user can now see the file in the “Uploaded Form 300R” section of the “Gross Production Tax Reports” page. Notice the status of “Not Imported” which means that the file has been uploaded but not yet processed. When the status changes to “Importing,” it means that the file has begun the validation process, which starts every fifteen minutes. The system will generate and send an email notification alerting the user when the file has completed the validation process and if the file contains errors.

**Gross Production Reporting System**

**Oklahoma Tax Commission**

Time Remaining: 38:26

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#)

Gross Production Tax Reports

300R

300C

Create New Form 300R

less -

Upload 300R

Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.

Upload 300R

Enter 300R

Select this option to fill-out a Form 300R online.

Enter 300R

Uploaded Form 300R

less -

File Name	Company Name	Upload Date	Status
<input type="radio"/> Upload Test 10.csv	OTC USE ONLY	05/27/2015	Not Imported

Delete Upload

Manually Entering a 300R Form

To manually enter a 300R report directly into the system:

1. Select the “Enter 300R” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A user welcome message and a 'Time Remaining: 38:53' timer are also present. The main content area is titled 'Gross Production Tax Reports' and features tabs for '300R' and '300C'. Below the tabs, there are two columns: 'Create New Form 300R' and 'Enter 300R'. The 'Enter 300R' column contains a red-bordered button labeled 'Enter 300R'. Below these columns, there is a list of report statuses: 'Uploaded Form 300R', '300R Forms Pending Processing', '300R Forms In Progress', 'Non-Submitted Form 300R with Fatal Error(s)', 'Non-Submitted Form 300R with Warning(s)', 'Non-Submitted Form 300R', and 'Submitted Form 300R'. Each status has a 'more +' link. At the bottom, there is a 'Return to Main Menu' link and a footer with 'Policies | About Oklahoma's Web Portal | Feedback' and '© 2015 State of Oklahoma'.

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Gross Production Reporting System

Time Remaining: 38:53

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Manage Form 300R

Gross Production Tax Reports

300R 300C

Create New Form 300R less -

Upload 300R

Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.

Upload 300R

Enter 300R

Select this option to fill-out a Form 300R online.

Enter 300R

Uploaded Form 300R more +

300R Forms Pending Processing more +

300R Forms In Progress more +

Non-Submitted Form 300R with Fatal Error(s) more +

Non-Submitted Form 300R with Warning(s) more +

Non-Submitted Form 300R more +

Submitted Form 300R more +

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2. If the user account has more than one company reporting number associated to it, the user will be prompted to select the appropriate reporting number. After selecting the correct reporting number, click the “Continue” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed, along with links for Logout and Account Profile. The breadcrumb trail shows the path: Home / Manage Form 300R / Enter Form 300R. The main section is titled 'Company Selection' and includes a prompt: '* Please choose the company for which you would like to submit this form.' Below this is a table with two columns: 'Company Name' and 'Reporting Number'. The table lists two options: 'OTC USE' with reporting number '77777' and 'OTC USE ONLY' with reporting number '00000'. Both options have radio buttons next to them. Below the table are two buttons: 'Continue' (highlighted with a red box) and 'Cancel'. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:28

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Welcome, Sample User 1 Sample

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Company Selection

* Please choose the company for which you would like to submit this form.

Company Name	Reporting Number
<input type="radio"/> OTC USE	77777
<input type="radio"/> OTC USE ONLY	00000

[Continue](#) [Cancel](#)

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3. Enter the reporting data into the online report form. The system will auto-generate the company reporting number and the FEIN fields. Complete fields 4 through 7 of the header information for each page.



 Gross Production Reporting System

Oklahoma Tax Commission

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Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

* Indicates a required field.

1. Company Reporting Number
00000

2. FEIN or SSN
XX-XXX4444

3. Number of Pages
Page 1 of 1

* 4. Type of Report
☐ Original ☐ Amended

* 5. Report Filed By
☐ Producer ☐ Purchaser

* 6. Product Code

7. Date of Production
* Month * Year

A

clear

8. Production Unit Number

9. Purchasers/Producers Report Number

10. Gross Volume

11. Gross Value

12. Qualifying Tax Rate

13. Exempt Code

14. Decimal Equivalent

15. Exempt Volume

16. Exempt Value

17. Taxable Volume


18. Taxable Value

19. Gross Production Tax Due

20. Petroleum Excise Tax Due

Page 1 of 1 | Page [Go To Page](#) [Insert Page Before](#) [Insert Page After](#) [Delete Current Page](#) [Record Controls](#)

- Complete the PUN data in blocks A through E, if applicable, on each page. Remember to add a new page when changing any information in fields 4 through 7. In the following examples below, the first page contains PUNs being reporting under Product Code 1 – Oil, the second page contains PUNs being reported under Product Code 5 – Natural Gas.

 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 35:36

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Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

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Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

* Indicates a required field.

1. Company Reporting Number
00000

2. FEIN or SSN
XX-XXX4444

3. Number of Pages
Page 1 of 1

* 4. Type of Report
☒ Original ☐ Amended

* 5. Report Filed By
☒ Producer ☐ Purchaser

* 6. Product Code
1

7. Date of Production
 * Month 11 * Year 2014

A

8. Production Unit Number
0830709500000

9. Purchasers/Producers Report Number
08210

10. Gross Volume
100.00

11. Gross Value
50.00

12. Qualifying Tax Rate
7.00

13. Exempt Code
0

14. Decimal Equivalent
0

15. Exempt Volume
0

16. Exempt Value
0

17. Taxable Volume
100.00

18. Taxable Value
50.00

19. Gross Production Tax Due
3.50

20. Petroleum Excise Tax Due
0.00

B

8. Production Unit Number
0830436460000

9. Purchasers/Producers Report Number
08210

10. Gross Volume
2500.00

11. Gross Value
300.00

12. Qualifying Tax Rate
7.00

13. Exempt Code
0

14. Decimal Equivalent
0

15. Exempt Volume
0

16. Exempt Value
0

17. Taxable Volume
2500.00

18. Taxable Value
300.00

19. Gross Production Tax Due
21.00

20. Petroleum Excise Tax Due
0.29

C

8. Production Unit Number

9. Purchasers/Producers Report Number

10. Gross Volume

11. Gross Value

12. Qualifying Tax Rate

13. Exempt Code

14. Decimal Equivalent

15. Exempt Volume

16. Exempt Value

17. Taxable Volume

18. Taxable Value

19. Gross Production Tax Due

20. Petroleum Excise Tax Due

D

8. Production Unit Number

9. Purchasers/Producers Report Number

10. Gross Volume

11. Gross Value

12. Qualifying Tax Rate

13. Exempt Code

14. Decimal Equivalent

15. Exempt Volume

16. Exempt Value

17. Taxable Volume

18. Taxable Value

19. Gross Production Tax Due

20. Petroleum Excise Tax Due

E

8. Production Unit Number

9. Purchasers/Producers Report Number

10. Gross Volume

11. Gross Value

12. Qualifying Tax Rate

13. Exempt Code

14. Decimal Equivalent

15. Exempt Volume

16. Exempt Value

17. Taxable Volume

18. Taxable Value

19. Gross Production Tax Due

20. Petroleum Excise Tax Due

REPORT TOTALS

21. Total Taxable Volume
2600.00

22. Total Taxable Value
350.00

23. Total Gross Production Tax Due
24.50

24. Total Petroleum Excise Tax Due
0.29

<< < > >>

Save & Continue

Save


Back

Cancel

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Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 39:25

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Welcome, Sample User 1 Sample
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Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

* Indicates a required field.

1. Company Reporting Number
 00000

2. FEIN or SSN
 XX-XXX4444

3. Number of Pages
 Page 2 of 2

*** 4. Type of Report**
☒ Original ☐ Amended

*** 5. Report Filed By**
☒ Producer ☐ Purchaser

*** 6. Product Code**

7. Date of Production
 * Month * Year

A
clear

8. Production Unit Number <input type="text" value="083-205685-0-0000"/>	9. Purchasers/Producers Report Number <input type="text" value="08210"/>	10. Gross Volume <input type="text" value="600"/>	11. Gross Value <input type="text" value="350"/>
12. Qualifying Tax Rate <input type="text" value="7.00"/>	13. Exempt Code <input type="text" value="0"/>	14. Decimal Equivalent <input type="text" value="0"/>	15. Exempt Volume <input type="text" value="0"/>
16. Exempt Value <input type="text" value="0"/>			
17. Taxable Volume <input type="text" value="600.00"/>	18. Taxable Value <input type="text" value="350.00"/>	19. Gross Production Tax Due <input type="text" value="24.50"/>	20. Petroleum Excise Tax Due <input type="text" value="0.33"/>

B
clear

8. Production Unit Number <input type="text" value="083-114794-0-0000"/>	9. Purchasers/Producers Report Number <input type="text" value="08210"/>	10. Gross Volume <input type="text" value="700"/>	11. Gross Value <input type="text" value="475"/>
12. Qualifying Tax Rate <input type="text" value="7.00"/>	13. Exempt Code <input type="text" value="01"/>	14. Decimal Equivalent <input type="text" value="0.1586479"/>	15. Exempt Volume <input type="text" value="111.05"/>
16. Exempt Value <input type="text" value="75.36"/>			
17. Taxable Volume <input type="text" value="588.95"/>	18. Taxable Value <input type="text" value="399.64"/>	19. Gross Production Tax Due <input type="text" value="27.97"/>	20. Petroleum Excise Tax Due <input type="text" value="0.38"/>

To insert a new page, select “Insert Page Before” or “Insert Page After”.

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The system will auto-calculate the Report Total fields.

REPORT TOTALS			
21. Total Taxable Volume	22. Total Taxable Value	23. Total Gross Production Tax Due	24. Total Petroleum Excise Tax Due
2600.00	350.00	24.50	0.29

5. Once the report is complete, click the “Review & Submit” button.

[Save & Continue](#)
[Review & Submit](#)
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[Cancel](#)

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6. The system will display a summary screen of the 300R report data for review. Select the “Submit for Processing” button to submit the report for validation processing.

Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

1. Company Reporting Number 0000		2. FEIN or SSN XX-XXX-XXXX		3. Number of Pages Page 2 of 2	
4. Type of Report Original <input checked="" type="checkbox"/> Amended <input type="checkbox"/> Purchaser <input type="checkbox"/>		5. Report Filed By Producer <input checked="" type="checkbox"/> Purchaser <input type="checkbox"/>		6. Product Code 05	
7. Date of Production Month: 11 Year: 2014		8. Production Unit Number 23-114794-0-0000		9. Purchaser's/Producer's Report Number 00210	
10. Gross Volume 600		11. Gross Value 350			
12. Qualifying Tax Rate 7.00%		13. Exempt Code 0		14. Decimal Equivalent 0	
15. Exempt Volume 0		16. Exempt Value 0			
17. Taxable Volume 600.00		18. Taxable Value 420.00		19. Gross Production Tax Due 24.50	
20. Petroleum Excise Tax Due 0.33		21. Production Unit Number 23-114794-0-0000		22. Purchaser's/Producer's Report Number 00210	
23. Gross Volume 700		24. Gross Value 478			
25. Qualifying Tax Rate 7.00%		26. Exempt Code 01		27. Decimal Equivalent 0.1556479	
28. Exempt Volume 111.05		29. Exempt Value 75.36			
30. Taxable Volume 588.95		31. Taxable Value 399.64		32. Gross Production Tax Due 27.87	
33. Petroleum Excise Tax Due 0.38		34. Production Unit Number		35. Purchaser's/Producer's Report Number	
36. Gross Volume		37. Gross Value			
38. Qualifying Tax Rate %		39. Exempt Code		40. Decimal Equivalent	
41. Exempt Volume		42. Exempt Value			
43. Taxable Volume		44. Taxable Value		45. Gross Production Tax Due	
46. Petroleum Excise Tax Due		47. Production Unit Number		48. Purchaser's/Producer's Report Number	
49. Gross Volume		50. Gross Value			
51. Qualifying Tax Rate %		52. Exempt Code		53. Decimal Equivalent	
54. Exempt Volume		55. Exempt Value			
56. Taxable Volume		57. Taxable Value		58. Gross Production Tax Due	
59. Petroleum Excise Tax Due		60. Production Unit Number		61. Purchaser's/Producer's Report Number	
62. Gross Volume		63. Gross Value			
64. Qualifying Tax Rate %		65. Exempt Code		66. Decimal Equivalent	
67. Exempt Volume		68. Exempt Value			
69. Taxable Volume		70. Taxable Value		71. Gross Production Tax Due	
72. Petroleum Excise Tax Due		73. Production Unit Number		74. Purchaser's/Producer's Report Number	
75. Gross Volume		76. Gross Value			
77. Qualifying Tax Rate %		78. Exempt Code		79. Decimal Equivalent	
80. Exempt Volume		81. Exempt Value			
82. Taxable Volume		83. Taxable Value		84. Gross Production Tax Due	
85. Petroleum Excise Tax Due		86. Production Unit Number		87. Purchaser's/Producer's Report Number	
88. Gross Volume		89. Gross Value			
90. Qualifying Tax Rate %		91. Exempt Code		92. Decimal Equivalent	
93. Exempt Volume		94. Exempt Value			
95. Taxable Volume		96. Taxable Value		97. Gross Production Tax Due	
98. Petroleum Excise Tax Due		99. Production Unit Number		100. Purchaser's/Producer's Report Number	
101. Gross Volume		102. Gross Value			
103. Qualifying Tax Rate %		104. Exempt Code		105. Decimal Equivalent	
106. Exempt Volume		107. Exempt Value			
108. Taxable Volume		109. Taxable Value		110. Gross Production Tax Due	
111. Petroleum Excise Tax Due		112. Production Unit Number		113. Purchaser's/Producer's Report Number	
114. Gross Volume		115. Gross Value			
116. Qualifying Tax Rate %		117. Exempt Code		118. Decimal Equivalent	
119. Exempt Volume		120. Exempt Value			
121. Taxable Volume		122. Taxable Value		123. Gross Production Tax Due	
124. Petroleum Excise Tax Due		125. Production Unit Number		126. Purchaser's/Producer's Report Number	
127. Gross Volume		128. Gross Value			
129. Qualifying Tax Rate %		130. Exempt Code		131. Decimal Equivalent	
132. Exempt Volume		133. Exempt Value			
134. Taxable Volume		135. Taxable Value		136. Gross Production Tax Due	
137. Petroleum Excise Tax Due		138. Production Unit Number		139. Purchaser's/Producer's Report Number	
140. Gross Volume		141. Gross Value			
142. Qualifying Tax Rate %		143. Exempt Code		144. Decimal Equivalent	
145. Exempt Volume		146. Exempt Value			
147. Taxable Volume		148. Taxable Value		149. Gross Production Tax Due	
150. Petroleum Excise Tax Due		151. Production Unit Number		152. Purchaser's/Producer's Report Number	
153. Gross Volume		154. Gross Value			
155. Qualifying Tax Rate %		156. Exempt Code		157. Decimal Equivalent	
158. Exempt Volume		159. Exempt Value			
160. Taxable Volume		161. Taxable Value		162. Gross Production Tax Due	
163. Petroleum Excise Tax Due		164. Production Unit Number		165. Purchaser's/Producer's Report Number	
166. Gross Volume		167. Gross Value			
168. Qualifying Tax Rate %		169. Exempt Code		170. Decimal Equivalent	
171. Exempt Volume		172. Exempt Value			
173. Taxable Volume		174. Taxable Value		175. Gross Production Tax Due	
176. Petroleum Excise Tax Due		177. Production Unit Number		178. Purchaser's/Producer's Report Number	
179. Gross Volume		180. Gross Value			
181. Qualifying Tax Rate %		182. Exempt Code		183. Decimal Equivalent	
184. Exempt Volume		185. Exempt Value			
186. Taxable Volume		187. Taxable Value		188. Gross Production Tax Due	
189. Petroleum Excise Tax Due		190. Production Unit Number		191. Purchaser's/Producer's Report Number	
192. Gross Volume		193. Gross Value			
194. Qualifying Tax Rate %		195. Exempt Code		196. Decimal Equivalent	
197. Exempt Volume		198. Exempt Value			
199. Taxable Volume		200. Taxable Value		201. Gross Production Tax Due	
202. Petroleum Excise Tax Due		203. Production Unit Number		204. Purchaser's/Producer's Report Number	
205. Gross Volume		206. Gross Value			
207. Qualifying Tax Rate %		208. Exempt Code		209. Decimal Equivalent	
210. Exempt Volume		211. Exempt Value			
212. Taxable Volume		213. Taxable Value		214. Gross Production Tax Due	
215. Petroleum Excise Tax Due		216. Production Unit Number		217. Purchaser's/Producer's Report Number	
218. Gross Volume		219. Gross Value			
220. Qualifying Tax Rate %		221. Exempt Code		222. Decimal Equivalent	
223. Exempt Volume		224. Exempt Value			
225. Taxable Volume		226. Taxable Value		227. Gross Production Tax Due	
228. Petroleum Excise Tax Due		229. Production Unit Number		230. Purchaser's/Producer's Report Number	
231. Gross Volume		232. Gross Value			
233. Qualifying Tax Rate %		234. Exempt Code		235. Decimal Equivalent	
236. Exempt Volume		237. Exempt Value			
238. Taxable Volume		239. Taxable Value		240. Gross Production Tax Due	
241. Petroleum Excise Tax Due		242. Production Unit Number		243. Purchaser's/Producer's Report Number	
244. Gross Volume		245. Gross Value			
246. Qualifying Tax Rate %		247. Exempt Code		248. Decimal Equivalent	
249. Exempt Volume		250. Exempt Value			
251. Taxable Volume		252. Taxable Value		253. Gross Production Tax Due	
254. Petroleum Excise Tax Due		255. Production Unit Number		256. Purchaser's/Producer's Report Number	
257. Gross Volume		258. Gross Value			
259. Qualifying Tax Rate %		260. Exempt Code		261. Decimal Equivalent	
262. Exempt Volume		263. Exempt Value			
264. Taxable Volume		265. Taxable Value		266. Gross Production Tax Due	
267. Petroleum Excise Tax Due		268. Production Unit Number		269. Purchaser's/Producer's Report Number	
270. Gross Volume		271. Gross Value			
272. Qualifying Tax Rate %		273. Exempt Code		274. Decimal Equivalent	
275. Exempt Volume		276. Exempt Value			
277. Taxable Volume		278. Taxable Value		279. Gross Production Tax Due	
280. Petroleum Excise Tax Due		281. Production Unit Number		282. Purchaser's/Producer's Report Number	
283. Gross Volume		284. Gross Value			
285. Qualifying Tax Rate %		286. Exempt Code		287. Decimal Equivalent	
288. Exempt Volume		289. Exempt Value			
290. Taxable Volume		291. Taxable Value		292. Gross Production Tax Due	
293. Petroleum Excise Tax Due		294. Production Unit Number		295. Purchaser's/Producer's Report Number	
296. Gross Volume		297. Gross Value			
298. Qualifying Tax Rate %		299. Exempt Code		300. Decimal Equivalent	
301. Exempt Volume		302. Exempt Value			
303. Taxable Volume		304. Taxable Value		305. Gross Production Tax Due	
306. Petroleum Excise Tax Due		307. Production Unit Number		308. Purchaser's/Producer's Report Number	
309. Gross Volume		310. Gross Value			
311. Qualifying Tax Rate %		312. Exempt Code		313. Decimal Equivalent	
314. Exempt Volume		315. Exempt Value			
316. Taxable Volume		317. Taxable Value		318. Gross Production Tax Due	
319. Petroleum Excise Tax Due		320. Production Unit Number		321. Purchaser's/Producer's Report Number	
322. Gross Volume		323. Gross Value			
324. Qualifying Tax Rate %		325. Exempt Code		326. Decimal Equivalent	
327. Exempt Volume		328. Exempt Value			
329. Taxable Volume		330. Taxable Value		331. Gross Production Tax Due	
332. Petroleum Excise Tax Due		333. Production Unit Number		334. Purchaser's/Producer's Report Number	
335. Gross Volume		336. Gross Value			
337. Qualifying Tax Rate %		338. Exempt Code		339. Decimal Equivalent	
340. Exempt Volume		341. Exempt Value			
342. Taxable Volume		343. Taxable Value		344. Gross Production Tax Due	
345. Petroleum Excise Tax Due		346. Production Unit Number		347. Purchaser's/Producer's Report Number	
348. Gross Volume		349. Gross Value			
350. Qualifying Tax Rate %		351. Exempt Code		352. Decimal Equivalent	
353. Exempt Volume		354. Exempt Value			
355. Taxable Volume		356. Taxable Value		357. Gross Production Tax Due	
358. Petroleum Excise Tax Due		359. Production Unit Number		360. Purchaser's/Producer's Report Number	
361. Gross Volume		362. Gross Value			
363. Qualifying Tax Rate %		364. Exempt Code		365. Decimal Equivalent	
366. Exempt Volume		367. Exempt Value			
368. Taxable Volume		369. Taxable Value		370. Gross Production Tax Due	
371. Petroleum Excise Tax Due		372. Production Unit Number		373. Purchaser's/Producer's Report Number	
374. Gross Volume		375. Gross Value			
376. Qualifying Tax Rate %		377. Exempt Code		378. Decimal Equivalent	
379. Exempt Volume		380. Exempt Value			
381. Taxable Volume		382. Taxable Value		383. Gross Production Tax Due	
384. Petroleum Excise Tax Due		385. Production Unit Number		386. Purchaser's/Producer's Report Number	
387. Gross Volume		388. Gross Value			
389. Qualifying Tax Rate %		390. Exempt Code		391. Decimal Equivalent	
392. Exempt Volume		393. Exempt Value			
394. Taxable Volume		395. Taxable Value		396. Gross Production Tax Due	
397. Petroleum Excise Tax Due		398. Production Unit Number		399. Purchaser's/Producer's Report Number	
400. Gross Volume		401. Gross Value			
402. Qualifying Tax Rate %		403. Exempt Code		404. Decimal Equivalent	
405. Exempt Volume		406. Exempt Value			
407. Taxable Volume		408. Taxable Value		409. Gross Production Tax Due	
410. Petroleum Excise Tax Due		411. Production Unit Number		412. Purchaser's/Producer's Report Number	
413. Gross Volume		414. Gross Value			
415. Qualifying Tax Rate %		416. Exempt Code		417. Decimal Equivalent	
418. Exempt Volume		419. Exempt Value			
420. Taxable Volume		421. Taxable Value		422. Gross Production Tax Due	
423. Petroleum Excise Tax Due		424. Production Unit Number		425. Purchaser's/Producer's Report Number	
426. Gross Volume		427. Gross Value			
428. Qualifying Tax Rate %		429. Exempt Code		430. Decimal Equivalent	
431. Exempt Volume		432. Exempt Value			
433. Taxable Volume		434. Taxable Value		435. Gross Production Tax Due	
436. Petroleum Excise Tax Due		437. Production Unit Number		438. Purchaser's/Producer's Report Number	
439. Gross Volume		440. Gross Value			
441. Qualifying Tax Rate %		442. Exempt Code		443. Decimal Equivalent	
444. Exempt Volume		445. Exempt Value			
446. Taxable Volume		447. Taxable Value		448. Gross Production Tax Due	
449. Petroleum Excise Tax Due		450. Production Unit Number		451. Purchaser's/Producer's Report Number	
452. Gross Volume		453. Gross Value			
454. Qualifying Tax Rate %		455. Exempt Code		456. Decimal Equivalent	
457. Exempt Volume		458. Exempt Value			
459. Taxable Volume		460. Taxable Value		461. Gross Production Tax Due	
462. Petroleum Excise Tax Due		463. Production Unit Number		464. Purchaser's/Producer's Report Number	
465. Gross Volume		466. Gross Value			
467. Qualifying Tax Rate %		468. Exempt Code		469. Decimal Equivalent	
470. Exempt Volume		471. Exempt Value			
472. Taxable Volume		473. Taxable Value		474. Gross Production Tax Due	
475. Petroleum Excise Tax Due		476. Production Unit Number		477. Purchaser's/Producer's Report Number	
478. Gross Volume		479. Gross Value			
479. Qualifying Tax Rate %		480. Exempt Code		481. Decimal Equivalent	
482. Exempt Volume		483. Exempt Value			
484. Taxable Volume		485. Taxable Value		486. Gross Production Tax Due	
487. Petroleum Excise Tax Due		488. Production Unit Number		489. Purchaser's/Producer's Report Number	
490. Gross Volume		491. Gross Value			
492. Qualifying Tax Rate %		493. Exempt Code		494. Decimal Equivalent	
495. Exempt Volume		496. Exempt Value			
497. Taxable Volume		498. Taxable Value		499. Gross Production Tax Due	
500. Petroleum Excise Tax Due		501. Production Unit Number		502. Purchaser's/Producer's Report Number	
503. Gross Volume		504. Gross Value			
505. Qualifying Tax Rate %		506. Exempt Code		507. Decimal Equivalent	
508. Exempt Volume		509. Exempt Value			
510. Taxable Volume		511. Taxable Value		512. Gross Production Tax Due	
513. Petroleum Excise Tax Due		514. Production Unit Number		515. Purchaser's/Producer's Report Number	
516. Gross Volume		517. Gross Value			
518. Qualifying Tax Rate %		519. Exempt Code		520. Decimal Equivalent	
521. Exempt Volume		522. Exempt Value			
523. Taxable Volume		524. Taxable Value		525. Gross Production Tax Due	
526. Petroleum Excise Tax Due		527. Production Unit Number		528. Purchaser's/Producer's Report Number	
529. Gross Volume		530. Gross Value			
531. Qualifying Tax Rate %		532. Exempt Code		533. Decimal Equivalent	
534. Exempt Volume		535. Exempt Value			
536. Taxable Volume		537. Taxable Value		538. Gross Production Tax Due	
539. Petroleum Excise Tax Due		540. Production Unit Number		541. Purchaser's/Producer's Report Number	
542. Gross Volume		543. Gross Value			
544. Qualifying Tax Rate %		545. Exempt Code		546. Decimal Equivalent	
547. Exempt Volume		548. Exempt Value			
549. Taxable Volume		550. Taxable Value		551. Gross Production Tax Due	
552. Petroleum Excise Tax Due		553. Production Unit Number		554. Purchaser's/Producer's Report Number	
555. Gross Volume		556. Gross Value			
557. Qualifying Tax Rate %		558. Exempt Code		559. Decimal Equivalent	
560. Exempt Volume		561. Exempt Value			
562. Taxable Volume		563. Taxable Value		564. Gross Production Tax Due	

The system will display a message stating, “The chosen form has been submitted for error checking.”

[Home](#) / [Manage Form 300R](#)



The following result(s) have occurred:

The chosen form has been submitted for error checking. You will be notified via e-mail when the process has concluded.

Gross Production Tax Reports

Note: In the manual entry process, the user can save report progress and complete it later. To resume an “in progress” report:

1. Log into the system.
2. Go to the “Gross Production Tax Reports” page.
3. Locate the in progress report under the “300R Forms In Progress” section.
4. Select the “Continue Form” button.

300R Forms In Progress				less	—
Company Name		Initiation Date	Last Updated On	Last Updated By	
<input type="radio"/>	OTC USE ONLY	05/27/2015	05/27/2015	Sample User 1 Sample	
Continue Form		Submit For Processing		Delete Form	

Note: The user can also submit the form for validation processing by selecting the form from this section, and clicking on the “Submit For Processing” button.

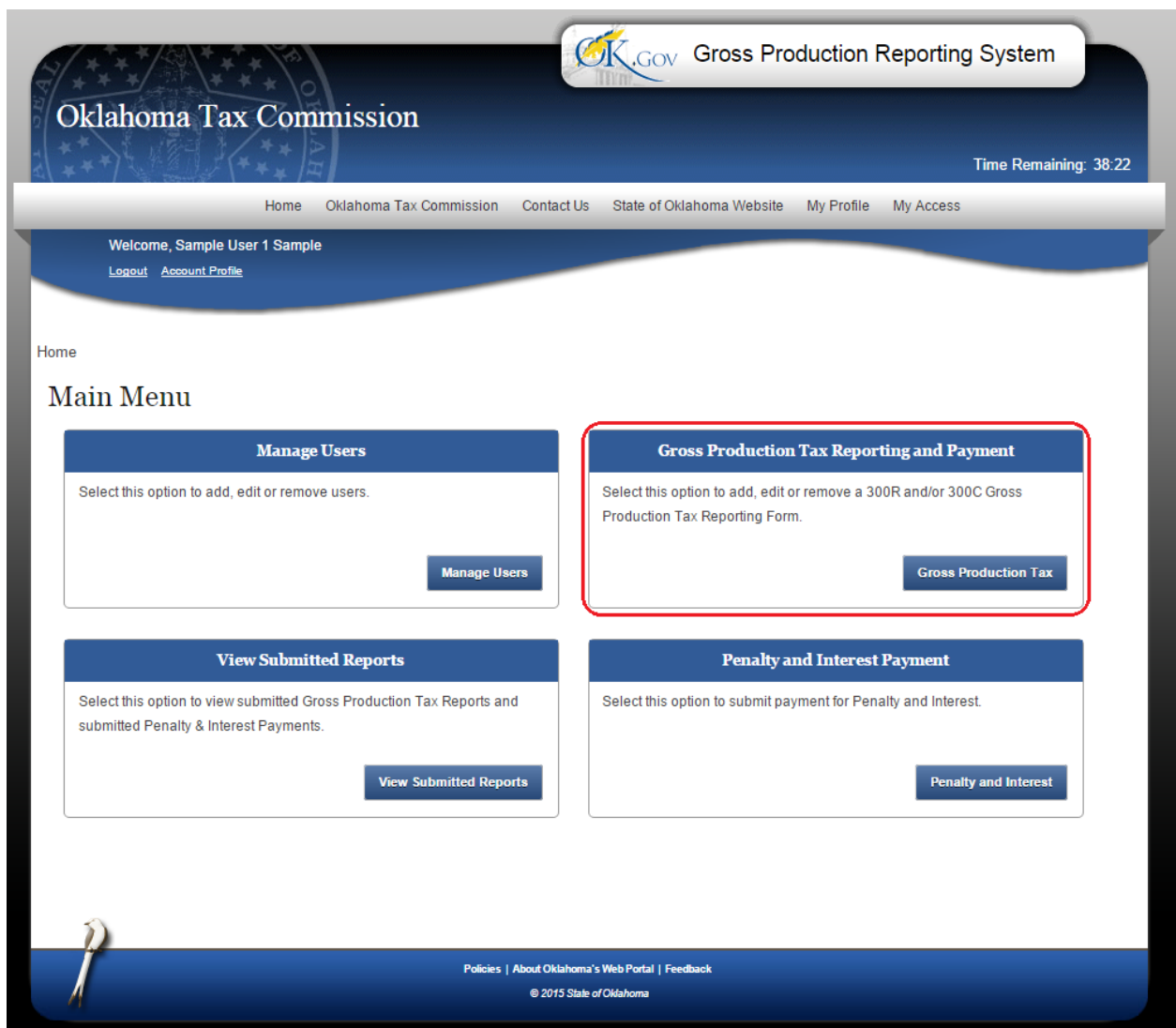
Error Logs

The system runs a validation process against the uploaded and manually entered reports. This process begins every fifteen minutes. Depending on the size of the report, it can take anywhere from fifteen minutes to an hour, or longer, for files to process through the validation checks. Once the report has completed the validation processing, the system will send an email to the user's email address alerting the user that the report has finished processing. The email will also indicate if any errors are present in the report. The email will not contain a listing of the individual errors as this list can be quite extensive depending on the size of the report.

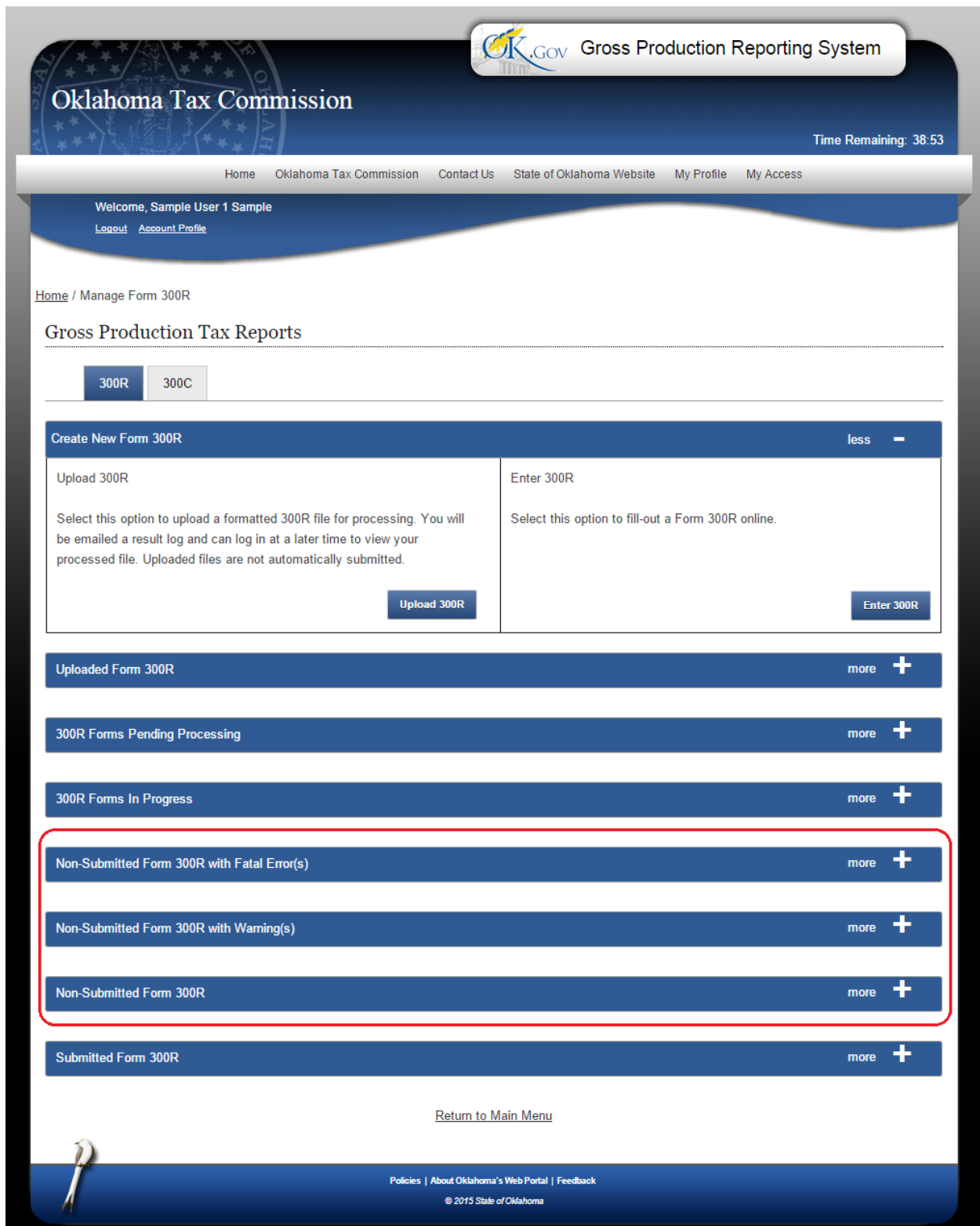
Viewing Error Logs

To view the error log:

1. Log into the Gross Production Online Reporting System.
2. Access the "Gross Production Tax Reports & Payments" Module.



3. Reports that have completed the validation process will appear in one of three sections on the “Gross Production Tax Reports” page: “Non-Submitted Form 300R with Fatal Error(s)”, “Non-Submitted Form 300R with Warning(s),” and “Non-Submitted Form 300R”.



Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:53

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Manage Form 300R

Gross Production Tax Reports

300R 300C

Create New Form 300R less -

Upload 300R

Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.

Upload 300R

Enter 300R

Select this option to fill-out a Form 300R online.

Enter 300R

Uploaded Form 300R more +

300R Forms Pending Processing more +

300R Forms In Progress more +

Non-Submitted Form 300R with Fatal Error(s) more +

Non-Submitted Form 300R with Warning(s) more +

Non-Submitted Form 300R more +

Submitted Form 300R more +

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This screen will show the “Company Name,” “Initiation Date,” “Last Updated On,” “Last Updated By,” and “Error Counts” for each report that has been uploaded or manually entered into the system and submitted for validation processing.


Note: Reports with Fatal Errors will not be allowed to be submitted to the Oklahoma Tax Commission until all Fatal Errors have been corrected or removed from the report. Reports containing only Warnings can be submitted to the Oklahoma Tax Commission.

4. Select the report and click the “View Error Log” button under the appropriate section.

Non-Submitted Form 300R with Fatal Error(s) less -				
Company Name	Initiation Date	Last Updated On	Last Updated By	Error Count
<input checked="" type="radio"/> OTC USE ONLY	05/27/2015	05/27/2015	Sample User 1 Sample	31
<input type="radio"/> OTC USE ONLY	05/27/2015	05/27/2015	Adam Steward	2
<input type="radio"/> OTC USE ONLY	05/26/2015	05/26/2015	Bret Warren	51
<input type="radio"/> OTC USE ONLY	05/26/2015	05/26/2015	Bret Warren	31
<input type="radio"/> OTC USE ONLY	05/24/2015	05/24/2015	Sample User 1 Sample	30
<input type="radio"/> OTC USE ONLY	05/22/2015	05/23/2015	Jessica Roberts	5
<input type="radio"/> OTC USE ONLY	05/21/2015	05/21/2015	Adam Steward	2
<input type="radio"/> OTC USE ONLY	05/20/2015	05/21/2015	Morgan Lankford	19
<input type="radio"/> OTC USE ONLY	04/29/2015	04/29/2015	Shai McPherson	36
<input type="radio"/> OTC USE ONLY	04/29/2015	04/29/2015	Shai McPherson	44
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	1961
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	20
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	4133
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	75
<input type="radio"/> OTC USE ONLY	04/23/2015	04/23/2015	Shai McPherson	11
<input type="radio"/> OTC USE ONLY	04/23/2015	04/23/2015	Shai McPherson	344
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	31
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	340
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	70
<input type="radio"/> OTC USE ONLY	04/16/2015	04/16/2015	Shai McPherson	4
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	101
<input type="radio"/> OTC USE ONLY	04/15/2015	04/15/2015	Morgan Lankford	6
<input type="radio"/> OTC USE ONLY	04/14/2015	04/14/2015	Shai McPherson	4
<input type="radio"/> OTC USE ONLY	04/13/2015	04/13/2015	Shai McPherson	4
<input type="radio"/> OTC USE ONLY	04/10/2015	04/10/2015	Brian Phelan	33
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	Brian Phelan	35
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	Brian Phelan	31
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Shai McPherson	21
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	16
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	14
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	15
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	16
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Bret Warren	15

5. The Error Log for the report will display as follows:


Gross Production Reporting System


Oklahoma Tax Commission

Time Remaining: 39:19

[Home](#)
[Oklahoma Tax Commission](#)
[Contact Us](#)
[State of Oklahoma Website](#)
[My Profile](#)
[My Access](#)

Welcome, Sample User 1 Sample

[Logout](#)
[Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [View Error Log](#)

Error Log

Below are the errors for filename **Sample User File 1.csv**
 uploaded on 05/24/2015
 by **Sample User 1 Sample**

Use any of the criteria below to filter the results

Download Error Log

Legend Info

F Fatal Error(s) Only

W Warning(s) Only

FW Fatal Error(s) & Warning(s)

Header Record(s) 0 Header Record(s) with Errors/Warnings more +

PUN Record(s) 9 Record(s) with Errors/Warnings less -


☒ All
 ☐ Fatal Errors Only
 ☐ Warnings Only
 ☐ Fatal Error(s) & Warning(s)

	PUN	Production Period	Product Code	Report Type	Error Count
FW	00112345600000	01/2015	1	1	3
FW	00112345700000	01/2015	1	1	3
FW	00323456700000	01/2015	1	1	4
FW	00323456800000	01/2015	1	1	4
FW	00112345600000	01/2015	5	1	4
FW	00323456800000	01/2015	5	1	3
FW	00323456800000	12/2014	1	1	4
FW	00112345600000	01/2015	6	1	2
FW	00323456800000	01/2015	6	1	3

Show Next 10 | 20 | 50 | 100 | 500 | 1000 Records

Trailer Record(s) 0 Record(s) with Errors/Warnings more +


[Back To Gross Production Tax Reports](#)



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Note: Click on the blue section headers to expand the “Header Records” and “Trailer Records” sections, if needed. The PUN Records section automatically expands to display PUNs with errors.

6. Click on the PUN number to display the error messages for that PUN.

 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 38:08

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

Home / [Manage Form 300R](#) / [View Error Log](#)

Error Log

Below are the errors for filename **Sample User File 1.csv**
uploaded on **05/24/2015**
by **Sample User 1 Sample**

Use any of the criteria below to filter the results

Download Error Log

Legend Info
F Fatal Error(s) Only **W** Warning(s) Only **FW** Fatal Error(s) & Warning(s)

Header Record(s) 0 Header Record(s) with Errors/Warnings more +

PUN Record(s) 9 Record(s) with Errors/Warnings less -


☒ All ☐ Fatal Errors Only ☐ Warnings Only ☐ Fatal Error(s) & Warning(s)

	PUN	Production Period	Product Code	Report Type	Error Count
FW	00112345600000	01/2015	1	1	3
F	'Production Unit Number' is invalid. The reported Production Unit Number is not registered with the Tax Commission. Please verify the Production Unit Number is valid using the online public Production Unit Number search system using the legal description. A correct Production Unit Number must be entered before a report can be submitted				
W	The 'Purchaser's/Producer's Report Number' you have entered does not exist in the system				
F	The 'Gross Volume' for 'Product Code' 1 - Oil must be reported in decimal form. This entry for PUN '00112345600000' must be corrected using a decimal before the report can be submitted. For example 100 barrels would be reported as 100.00				
FW	00112345700000	01/2015	1	1	3
F	'Production Unit Number' is invalid. The reported Production Unit Number is not registered with the Tax Commission. Please verify the Production Unit Number is valid using the online public Production Unit Number search system using the legal description. A correct Production Unit Number must be entered before a report can be submitted				
W	The 'Purchaser's/Producer's Report Number' you have entered does not exist in the system				
F	The 'Gross Volume' for 'Product Code' 1 - Oil must be reported in decimal form. This entry for PUN '00112345700000' must be corrected using a decimal before the report can be submitted. For example 100 barrels would be reported as 100.00				
FW	00323456700000	01/2015	1	1	4
F	'Production Unit Number' is invalid. The reported Production Unit Number is not registered with the Tax Commission. Please verify the Production Unit Number is valid using the online public Production Unit Number search system using the legal description. A correct Production Unit Number must be entered before a report can be submitted				
W	The 'Purchaser's/Producer's Report Number' you have entered does not exist in the system				
F	The 'Gross Volume' for 'Product Code' 1 - Oil must be reported in decimal form. This entry for PUN '00323456700000' must be corrected using a decimal before the report can be submitted. For example 100 barrels would be reported as 100.00				
F	'Petroleum Excise Tax Due' is not in a valid value format. All value fields cannot exceed two characters to the right of the decimal. Please ensure that you are using standard rounding to the nearest cent.				


Downloading Error Log

The error log can be downloaded into a .csv file and opened using MS Excel.

1. Select the “Download Error Log” button.



Oklahoma Tax Commission



Gross Production Reporting System

Time Remaining: 39:19

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Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [View Error Log](#)

Error Log

Below are the errors for filename **Sample User File 1.csv**
uploaded on **05/24/2015**
by **Sample User 1 Sample**

Use any of the criteria below to filter the results

[Download Error Log](#)

Legend Info

F Fatal Error(s) Only

W Warning(s) Only

F/W Fatal Error(s) & Warning(s)

Header Record(s) 0 Header Record(s) with Errors/Warnings more +

PUN Record(s) 9 Record(s) with Errors/Warnings less -


☒ All ☐ Fatal Errors Only ☐ Warnings Only ☐ Fatal Error(s) & Warning(s)

	PUN	Production Period	Product Code	Report Type	Error Count
F/W	00112345600000	01/2015	1	1	3
F/W	00112345700000	01/2015	1	1	3
F/W	00323456700000	01/2015	1	1	4
F/W	00323456800000	01/2015	1	1	4
F/W	00112345600000	01/2015	5	1	4
F/W	00323456800000	01/2015	5	1	3
F/W	00323456800000	12/2014	1	1	4
F/W	00112345600000	01/2015	6	1	2
F/W	00323456800000	01/2015	6	1	3

Show Next [10](#) | [20](#) | [50](#) | [100](#) | [500](#) | [1000](#) Records

Trailer Record(s) 0 Record(s) with Errors/Warnings more +

[Back To Gross Production Tax Reports](#)



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2. Select the type of error log to download.
3. Select the "Download Selected" button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed, along with links for Logout and Account Profile. The main content area shows the breadcrumb path: Home / Manage Form 300R / View Error Log / Download Error Log. The title 'Download Error Log' is followed by a prompt: '* Please select the type of error log you would like to download'. Three radio buttons are listed: Header Errors, PUN Errors, and Trailer Errors. Below these, there are two buttons: 'Download Selected' (highlighted with a red rectangle) and 'Cancel'. A link 'Back To Gross Production Tax Reports' is located below the buttons. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:31

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [View Error Log](#) / Download Error Log

Download Error Log

* Please select the type of error log you would like to download

☐ Header Errors

☐ PUN Errors

☐ Trailer Errors

[Download Selected](#) [Cancel](#)

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Correcting Errors

To make corrections to the report errors, the user can click on a PUN error message to display the specified PUN record and make corrections, or the user can make corrections to the original report file, delete the previously uploaded report, and upload the corrected report file for processing.

1. Click on an error message for a PUN.

The screenshot displays the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma state seal, the text "Oklahoma Tax Commission", and the system name "Gross Production Reporting System". A "Time Remaining: 38:08" indicator is present. A navigation bar contains links: Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for "Sample User 1 Sample" is shown with "Logout" and "Account Profile" links.

The main content area is titled "Error Log" and provides details for the file "Sample User File 1.csv" uploaded on 05/24/2015 by "Sample User 1 Sample". It includes a "Download Error Log" button and a filter instruction: "Use any of the criteria below to filter the results".

A "Legend Info" section defines error types: **F** for Fatal Error(s) Only, **W** for Warning(s) Only, and **F/W** for Fatal Error(s) & Warning(s).

Summary statistics show 0 Header Record(s) with Errors/Warnings and 9 PUN Record(s) with Errors/Warnings. Filter options include All (selected), Fatal Errors Only, Warnings Only, and Fatal Error(s) & Warning(s).

	PUN	Production Period	Product Code	Report Type	Error Count
F/W	00112345600000	01/2015	1	1	3
F	'Production Unit Number' is invalid. The reported Production Unit Number is not registered with the Tax Commission. Please verify the Production Unit Number is valid using the online public Production Unit Number search system using the legal description. A correct Production Unit Number must be entered before a report can be submitted				
W	The 'Purchaser's/Producer's Report Number' you have entered does not exist in the system				
F	The 'Gross Volume' for 'Product Code' 1 - Oil must be reported in decimal form. This entry for PUN '00112345600000' must be corrected using a decimal before the report can be submitted. For example 100 barrels would be reported as 100.00				
F/W	00112345700000	01/2015	1	1	3
F	'Production Unit Number' is invalid. The reported Production Unit Number is not registered with the Tax Commission. Please verify the Production Unit Number is valid using the online public Production Unit Number search system using the legal description. A correct Production Unit Number must be entered before a report can be submitted				
W	The 'Purchaser's/Producer's Report Number' you have entered does not exist in the system				
F	The 'Gross Volume' for 'Product Code' 1 - Oil must be reported in decimal form. This entry for PUN '00112345700000' must be corrected using a decimal before the report can be submitted. For example 100 barrels would be reported as 100.00				

2. Make any necessary edits to the PUN record in the display box. Click the “Update” button.

Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

PUN 00112345600000	Purchasers/Producers Report Number 44044	Gross Volume 100	Gross Value 9600	
Qualifying Tax Rate 7.00	Exempt Code 0	Decimal Equivalent 0	Exempt Volume 0	Exempt Value 0
Taxable Volume 100	Taxable Value 9600	Gross Production Taxes Due 872	Petroleum Excise Tax Due 9.12	

Update **Cancel**

The system will re-check the validations on the PUN record and will inform the user that the PUN record has validated without errors, or that the record still contains one or more errors. Any new or remaining error messages will update the PUN record in the Error Log.

Editing a Form

To edit a form:

1. Select the report and click the “Edit Form” button under the appropriate section.

Non-Submitted Form 300R with Fatal Error(s)					less —
Company Name	Initiation Date	Last Updated On	Last Updated By	Error Count	
<input checked="" type="radio"/> OTC USE ONLY	05/27/2015	05/27/2015	Sample User 1 Sample	31	
<input type="radio"/> OTC USE ONLY	05/27/2015	05/27/2015	Adam Steward	2	
<input type="radio"/> OTC USE ONLY	05/26/2015	05/26/2015	Bret Warren	51	
<input type="radio"/> OTC USE ONLY	05/26/2015	05/26/2015	Bret Warren	31	
<input type="radio"/> OTC USE ONLY	05/24/2015	05/24/2015	Sample User 1 Sample	30	
<input type="radio"/> OTC USE ONLY	05/22/2015	05/23/2015	Jessica Roberts	5	
<input type="radio"/> OTC USE ONLY	05/21/2015	05/21/2015	Adam Steward	2	
<input type="radio"/> OTC USE ONLY	05/20/2015	05/21/2015	Morgan Lankford	19	
<input type="radio"/> OTC USE ONLY	04/29/2015	04/29/2015	Shai McPherson	36	
<input type="radio"/> OTC USE ONLY	04/29/2015	04/29/2015	Shai McPherson	44	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	1961	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	20	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	4133	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Morgan Lankford	75	
<input type="radio"/> OTC USE ONLY	04/23/2015	04/23/2015	Shai McPherson	11	
<input type="radio"/> OTC USE ONLY	04/23/2015	04/23/2015	Shai McPherson	344	
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	31	
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	340	
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	70	
<input type="radio"/> OTC USE ONLY	04/16/2015	04/16/2015	Shai McPherson	4	
<input type="radio"/> OTC USE	04/16/2015	04/16/2015	Kenny Lantrip	101	
<input type="radio"/> OTC USE ONLY	04/15/2015	04/15/2015	Morgan Lankford	6	
<input type="radio"/> OTC USE ONLY	04/14/2015	04/14/2015	Shai McPherson	4	
<input type="radio"/> OTC USE ONLY	04/13/2015	04/13/2015	Shai McPherson	4	
<input type="radio"/> OTC USE ONLY	04/10/2015	04/10/2015	Brian Phelan	33	
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	Brian Phelan	35	
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	Brian Phelan	31	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Shai McPherson	21	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	16	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	14	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	15	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Brian Phelan	16	
<input type="radio"/> OTC USE ONLY	03/31/2015	03/31/2015	Bret Warren	15	

[View Error Log](#)
[Edit Form](#)
[Delete Form](#)

- The system will display the information in the manual entry form. Make any desired edits to the form and click the “Save” button.

Home / [Manage Form 300R](#) / Enter Form 300R

Form 300 - Oklahoma Tax Commission - Gross Production Monthly Tax Report

* Indicates a required field.

1. Company Reporting Number 00000	2. FEIN or SSN XX-XXX4444	3. Number of Pages Page 1 of 2
--------------------------------------	------------------------------	-----------------------------------

* 4. Type of Report <input checked="" type="radio"/> Original <input type="radio"/> Amended	* 5. Report Filed By <input checked="" type="radio"/> Producer <input type="radio"/> Purchaser	* 6. Product Code 1	7. Date of Production * Month 11 * Year 2014
--	---	------------------------	---

A

clear

8. Production Unit Number 083-076955-0-0000	9. Purchasers/Producers Report Number 08210	10. Gross Volume 100.00	11. Gross Value 50.00	
12. Qualifying Tax Rate 7.00	13. Exempt Code 0	14. Decimal Equivalent 0	15. Exempt Volume 0	16. Exempt Value 0
17. Taxable Volume 100.00	18. Taxable Value 50.00	19. Gross Production Tax Due 3.50	20. Petroleum Excise Tax Due 0.00	

B

clear

8. Production Unit Number 083-043646-0-0000	9. Purchasers/Producers Report Number 08210	10. Gross Volume 2500.00	11. Gross Value 300.00	
12. Qualifying Tax Rate 7.00	13. Exempt Code 0	14. Decimal Equivalent 0	15. Exempt Volume 0	16. Exempt Value 0
17. Taxable Volume 2500.00	18. Taxable Value 300.00	19. Gross Production Tax Due 21.00	20. Petroleum Excise Tax Due 0.29	

Note: To completely remove a PUN, and its corresponding data, select the “Clear” button on the top right hand corner of the unnecessary PUN data box.

3. Once all necessary edits have been made, click the “Review & Submit” button.

Save & Continue

Review & Submit

Save

Back

Cancel

[Return to Main Menu](#)

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Page 1 of 1 | Page

Go To Page

Insert Page Before

Insert Page After

Delete Current Page

Record Controls

4. The system will display a summary screen of the 300R report data for review. Select the “Submit for Processing” button to submit the report for validation processing.

Form 300 - Oklahoma Tax Commission - Gross Production Monthly Report					
1. Company Reporting Number 00000		2. FEIN or SSN XX-XXX4444		3. Number of Pages Page 2 of 2	
4. Type of Report Original <input checked="" type="checkbox"/> Amended <input type="checkbox"/>		5. Report Filed By Producer <input type="checkbox"/> Purchaser <input type="checkbox"/>		6. Product Code 05	
7. Date of Production Month: 11 Year: 2014		8. Production Unit Number 253-205685-Q-0000		9. Purchaser's Producer's Report Number 26210	
10. Gross Volume 600		11. Gross Value 350			
12. Qualifying Tax Rate 7.50%		13. Exempt Code F		14. Decimal Equivalent F	
15. Exempt Volume F		16. Exempt Value F			
17. Taxable Volume 600.00		18. Taxable Value 350.00		19. Gross Production Tax Due \$4.50	
20. Petroleum Excise Tax Due \$33		21. Gross Volume 700		22. Petroleum Excise Tax Due \$38	
23. Qualifying Tax Rate 7.00%		24. Exempt Code F1		25. Decimal Equivalent 0.1556479	
26. Exempt Volume 111.05		27. Exempt Value 75.35			
28. Taxable Volume 355.95		29. Taxable Value 255.64		30. Gross Production Tax Due \$2.67	
31. Gross Volume 700		32. Petroleum Excise Tax Due \$38			
33. Qualifying Tax Rate 7.00%		34. Exempt Code F1		35. Decimal Equivalent 0.1556479	
36. Exempt Volume 111.05		37. Exempt Value 75.35			
38. Taxable Volume 355.95		39. Taxable Value 255.64		40. Gross Production Tax Due \$2.67	
41. Gross Volume 700		42. Petroleum Excise Tax Due \$38			
43. Qualifying Tax Rate 7.00%		44. Exempt Code F1		45. Decimal Equivalent 0.1556479	
46. Exempt Volume 111.05		47. Exempt Value 75.35			
48. Taxable Volume 355.95		49. Taxable Value 255.64		50. Gross Production Tax Due \$2.67	
51. Gross Volume 700		52. Petroleum Excise Tax Due \$38			
53. Qualifying Tax Rate 7.00%		54. Exempt Code F1		55. Decimal Equivalent 0.1556479	
56. Exempt Volume 111.05		57. Exempt Value 75.35			
58. Taxable Volume 355.95		59. Taxable Value 255.64		60. Gross Production Tax Due \$2.67	
61. Gross Volume 700		62. Petroleum Excise Tax Due \$38			
Report Totals					
63. Total Taxable Volume 3,788.95		64. Total Taxable Value \$2,099.64		65. Total Gross Production Tax Due \$6.97	
66. Total Petroleum Excise Tax Due \$100		67. Total Gross Value \$10,000.00		68. Total Petroleum Excise Tax Due \$100	

<< < 1 2 > >>

Page 2 of 2 | Page

5. The system will display a message stating, "The chosen form has been submitted for error checking."

Note: The system will send another email to the user to notify when the report has completed this second round of the validation process.

Submitting a 300R Form

Only reports that do not contain fatal errors will be accepted for submission by the Online Gross Production Reporting system. Reports that are eligible for submission will be found in one of two sections on the “Gross Production Tax Reports” page. Reports under “Non-Submitted Form 300R with Warning(s)” and “Non-Submitted Form 300R” sections can be submitted.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo, the OK.GOV logo, and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1' is displayed, along with links for Logout and Account Profile. The main content area is titled 'Gross Production Tax Reports' and features a tabbed interface with '300R' and '300C' tabs. The '300R' tab is active, showing a 'Create New Form 300R' section with two options: 'Upload 300R' and 'Enter 300R'. Below this is a list of report categories, each with a 'more' link and a plus icon. The categories are: 'Uploaded Form 300R', '300R Forms Pending Processing', '300R Forms In Progress', 'Non-Submitted Form 300R with Fatal Error(s)', 'Non-Submitted Form 300R with Warning(s)', 'Non-Submitted Form 300R', and 'Submitted Form 300R'. The 'Non-Submitted Form 300R with Warning(s)' and 'Non-Submitted Form 300R' categories are highlighted with a red border. At the bottom, there is a 'Return to Main Menu' link and a footer with policies, about, and feedback links, and a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

OK.GOV Gross Production Reporting System

Time Remaining: 38:53

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Manage Form 300R

Gross Production Tax Reports

300R 300C

Create New Form 300R less -

<p>Upload 300R</p> <p>Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.</p> <p>Upload 300R</p>	<p>Enter 300R</p> <p>Select this option to fill-out a Form 300R online.</p> <p>Enter 300R</p>
--	---

Uploaded Form 300R more +

300R Forms Pending Processing more +

300R Forms In Progress more +

Non-Submitted Form 300R with Fatal Error(s) more +

Non-Submitted Form 300R with Warning(s) more +

Non-Submitted Form 300R more +

Submitted Form 300R more +

[Return to Main Menu](#)

Policies | About Oklahoma's Web Portal | Feedback
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To submit the report to the Oklahoma Tax Commission:


1. Select the report that is to be submitted. Click the “Submit Form” button.

Non-Submitted Form 300R with Warning(s)					less -
Company Name	Initiation Date	Last Updated On	Last Updated By	Warning Count	
<input type="radio"/> OTC USE ONLY	05/01/2015	05/01/2015	Morgan Lankford	1	
<input type="radio"/> OTC USE ONLY	04/13/2015	04/13/2015	Shai McPherson	1	
<input type="radio"/> OTC USE ONLY	04/10/2015	04/10/2015	Shai McPherson	1	
<input type="radio"/> OTC USE ONLY	04/10/2015	04/10/2015	Brian Phelan		
View Error Log Edit Form Submit Form Delete Form					

Non-Submitted Form 300R					less -
Company Name	Initiation Date	Last Updated On	Last Updated By	Status	
<input checked="" type="radio"/> OTC USE ONLY	05/22/2015	05/22/2015	John Cottengim	No Error(s)	
<input type="radio"/> OTC USE ONLY	05/22/2015	05/22/2015	John Cottengim	No Error(s)	
<input type="radio"/> OTC USE ONLY	05/19/2015	05/22/2015	John Cottengim	No Error(s)	
<input type="radio"/> OTC USE ONLY	05/15/2015	05/15/2015	Jessica Roberts	No Error(s)	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Jessica Roberts	No Error(s)	
<input type="radio"/> OTC USE ONLY	04/27/2015	04/27/2015	Jessica Roberts	No Error(s)	
Edit Form Submit Form Delete Form					

2. The system will display a message indicating that the selected report “has successfully been submitted to the Oklahoma Tax Commission.”

[Home](#) / [Manage Form 300R](#)



The following result(s) have occurred:

Your form has been successfully submitted to the Oklahoma Tax Commission.

Gross Production Tax Reports

3. The submitted report will appear in the “Submitted Form 300R” section.

Submitted Form 300R					less —
Company Name	Initiation Date	Submitted Date	Last Updated On	Last Updated By	
<input checked="" type="radio"/> OTC USE ONLY	04/27/2015	05/27/2015	05/27/2015	Sample User 1 Sample	
<input type="radio"/> OTC USE ONLY	05/22/2015	05/24/2015	05/24/2015	Sample User 1 Sample	
<input type="radio"/> OTC USE ONLY	05/22/2015	05/23/2015	05/23/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	05/19/2015	05/22/2015	05/22/2015	John Cottengim	
<input type="radio"/> OTC USE ONLY	04/23/2015	04/23/2015	04/23/2015	Shai McPherson	
<input type="radio"/> OTC USE ONLY	04/07/2015	04/07/2015	04/07/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/06/2015	04/07/2015	04/07/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	04/06/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/06/2015	04/06/2015	04/06/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	03/31/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Morgan Lankford	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	03/31/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/03/2015	04/03/2015	04/03/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/02/2015	04/02/2015	Bret Warren	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/02/2015	04/02/2015	Shai McPherson	
<input type="radio"/> OTC USE ONLY	03/30/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/01/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	03/31/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/01/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/01/2015	04/02/2015	04/02/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/02/2015	04/02/2015	04/02/2015	Morgan Lankford	
<input type="radio"/> OTC USE ONLY	04/01/2015	04/01/2015	04/01/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	04/01/2015	04/01/2015	04/01/2015	Morgan Lankford	
<input type="radio"/> OTC USE ONLY	03/30/2015	04/01/2015	04/01/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	03/31/2015	04/01/2015	04/01/2015	Jessica Roberts	
<input type="radio"/> OTC USE ONLY	03/30/2015	03/31/2015	03/31/2015	Morgan Lankford	
<input type="radio"/> OTC USE ONLY	03/30/2015	03/31/2015	03/31/2015	Morgan Lankford	

[View Form](#)

Note: Submitted reports cannot be edited. Any correction to a submitted report requires a separate amended report.

To view a submitted form, select the report and select the “View Form” button under the “Submitted Form 300R” section.

300C Form & Remitting Payment

300C Form

The new 300C forms will be auto-generated from submitted 300R reports. The new 300C form will also include the OERB and SOER fees.

Auto-Generated 300C

Once the 300R report has been submitted to the Oklahoma Tax Commission, the system will auto-generate a 300C payment summary form, which will include the OERB and SOER fees in the total tax amount due.

To access the auto-generated 300C:

1. Log into the online Gross Production Reporting System.
2. Enter the “Gross Production Tax Reporting & Payment” Module

The screenshot displays the Oklahoma Tax Commission's Gross Production Reporting System. The header features the Oklahoma Tax Commission logo and the system name. A navigation bar includes links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1' is shown with links for Logout and Account Profile. The main menu is titled 'Main Menu' and contains four modules: 'Manage Users', 'Gross Production Tax Reporting and Payment' (highlighted with a red border), 'View Submitted Reports', and 'Penalty and Interest Payment'. Each module has a brief description and a corresponding button. The footer includes links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:22

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Home

Main Menu

Manage Users

Select this option to add, edit or remove users.

[Manage Users](#)

Gross Production Tax Reporting and Payment

Select this option to add, edit or remove a 300R and/or 300C Gross Production Tax Reporting Form.

[Gross Production Tax](#)

View Submitted Reports

Select this option to view submitted Gross Production Tax Reports and submitted Penalty & Interest Payments.

[View Submitted Reports](#)

Penalty and Interest Payment

Select this option to submit payment for Penalty and Interest.

[Penalty and Interest](#)

Policies | About Oklahoma's Web Portal | Feedback

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3. Select the 300C tab

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. At the top, there is a header with the Oklahoma Tax Commission logo and the text "Gross Production Reporting System". Below this is a navigation bar with links: Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A "Time Remaining: 37:05" timer is displayed in the top right corner. The main content area shows a welcome message for "Sample User 1 Sample" with links for "Logout" and "Account Profile". Below this is a breadcrumb trail: "Home / Manage Form 300R". The section is titled "Gross Production Tax Reports". There are two tabs: "300R" and "300C", with "300C" being the active tab and highlighted by a red rectangle. The "300C" tab contains two main sections: "Create New Form 300R" and "Uploaded Form 300R". The "Create New Form 300R" section has two columns: "Upload 300R" and "Enter 300R". The "Upload 300R" column contains text explaining the upload process and an "Upload 300R" button. The "Enter 300R" column contains text explaining the online entry process and an "Enter 300R" button. The "Uploaded Form 300R" section shows a list of uploaded forms with a "more +" link. Below this is a section for "300R Forms Pending Processing" with a "more +" link.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 37:05

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Home / Manage Form 300R

Gross Production Tax Reports

300R 300C

Create New Form 300R less -

Upload 300R

Select this option to upload a formatted 300R file for processing. You will be emailed a result log and can log in at a later time to view your processed file. Uploaded files are not automatically submitted.

Upload 300R

Enter 300R

Select this option to fill-out a Form 300R online.

Enter 300R

Uploaded Form 300R more +

300R Forms Pending Processing more +

4. To search for a specific 300C, enter any of the following criteria and select the “Search” button:

- Confirmation ID
- Transaction ID
- Status
- Amount Due
- Submitted By
- Production Period range

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed, along with links for Logout and Account Profile. The main content area is titled 'Gross Production Tax Reports' and features tabs for 300R and 300C. Below the tabs, a message states: 'Use any of the criteria below to filter the list of Gross Production Tax Reports.' The search criteria section includes input fields for Confirmation ID, Transaction ID, and a dropdown for Status (set to 'All'). There are also input fields for Amount Due (with a placeholder '999999.99 or 9999999') and Submitted By. A 'Production Period' section contains 'From' and 'To' date ranges, each with 'Month' and 'Year' dropdowns. At the bottom of the search section are 'Search' and 'Clear' buttons, and a 'Submit New 300-C' button. A 'Return to Main Menu' link is located below the search buttons. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:25

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [Manage Form 300C](#)

Gross Production Tax Reports

300R 300C

Use any of the criteria below to filter the list of Gross Production Tax Reports.

Confirmation ID Transaction ID Status

Amount Due 999999.99 or 9999999 Submitted By

Production Period

From:

Month Year

To:

Month Year

Search Clear

Submit New 300-C

[Return to Main Menu](#)

[Policies](#) | [About Oklahoma's Web Portal](#) | [Feedback](#)
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- To view all 300C forms available, leave the search criteria fields blank and select the “Search” button.

Search Results - 27 Matches Were Found

<< < [1] 2 > >>
GPRS Tax Report


Production Period	Company Name	Submitted By	Confirmation ID	Trans ID	Amount Due	Status
<input type="radio"/> Jul-2013	OTC USE ONLY	Jessica Roberts	R449	-	\$592.21	Payment Pending
<input type="radio"/> Nov-2014	OTC USE ONLY	Jessica Roberts (R); Sample User 1 Sample R450 (P)		6558	\$20,377.59	Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Morgan Lankford	R451	-	\$1,007.33	Not Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Jessica Roberts	R452	-	\$15,504.67	Payment Pending
<input type="radio"/> Jul-2013	OTC USE ONLY	Jessica Roberts	R453	-	\$592.21	Not Paid
<input type="radio"/> Jul-2013	OTC USE ONLY	Jessica Roberts	R454	-	\$592.21	Not Paid
<input type="radio"/> May-2014	OTC USE ONLY	Jessica Roberts	R455	-	\$25,886.45	Not Paid
<input type="radio"/> Dec-2014	OTC USE ONLY	Shai McPherson	R456	-	\$626,892.72	Not Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Jessica Roberts	R457	-	\$15,505.42	Not Paid
<input type="radio"/> Dec-2014	OTC USE ONLY	Bret Warren	R458	-	\$626,892.72	Not Paid
<input type="radio"/> May-2014	OTC USE ONLY	Jessica Roberts	R459	-	\$239.22	Not Paid
<input type="radio"/> May-2014	OTC USE ONLY	Jessica Roberts	R460	-	\$26,612.75	Not Paid
<input type="radio"/> Jan-2014	OTC USE ONLY	Morgan Lankford	R461	-	\$10,073.03	Not Paid
<input type="radio"/> May-2014	OTC USE ONLY	Jessica Roberts	R462	-	\$32,484.95	Not Paid
<input type="radio"/> Jul-2013	OTC USE ONLY	Jessica Roberts	R463	-	\$592.21	Not Paid
<input type="radio"/> Sep-2014	OTC USE ONLY	Jessica Roberts	R464	-	\$1,727.92	Not Paid
<input type="radio"/> Feb-2015	OTC USE ONLY	Jessica Roberts	R465	-	\$1,727.92	Not Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Jessica Roberts	R466	-	\$5,371.79	Not Paid
<input type="radio"/> Jul-2013	OTC USE ONLY	Jessica Roberts	R467	-	\$592.21	Not Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Jessica Roberts	R468	-	\$1,727.92	Not Paid
<input type="radio"/> Jan-2015	OTC USE ONLY	Jessica Roberts	R469	-	\$4,835.62	Not Paid
<input type="radio"/> Jun-2009	OTC USE ONLY	Shai McPherson	R485	-	\$5,169.65	Not Paid
<input type="radio"/> Jul-2013	OTC USE ONLY	John Cottengim	R554	-	\$592.21	Payment Pending
<input type="radio"/> May-2014	OTC USE ONLY	Jessica Roberts	R557	-	\$587.29	Not Paid
<input type="radio"/> Jul-2013	OTC USE ONLY	Sample User 1 Sample R558	R558	-	\$592.21	Not Paid

<< < [1] 2 > >>

Note: The 300C forms are displayed by production period and not by the reporting period.

- Select the 300C that corresponds with the 300R that was submitted.
- Select the “Pay Selected” button to begin the payment process. Select the “Edit Selected” button to review the 300C prior to beginning the payment process.

“Edit Selected” View:



Gross Production Reporting System

Time Remaining: 38:13

[Home](#)
[Oklahoma Tax Commission](#)
[Contact Us](#)
[State of Oklahoma Website](#)
[My Profile](#)
[My Access](#)

Welcome, Sample User 1 Sample

Logout Account Profile

Home / Manage Form 300R / Manage Form 300C / Submit (300-C)

Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report

* Indicates a required field.

Taxpayer FEIN/SSN

XX-XXX-4444

Company Reporting Number

00000

Reporting Period

* Month

November

* Year

2014

Amounts entered in the following fields must be numeric only (example 999999.99 or 9999999):

Oil Gross Production Tax @1% Tax Rate (0.01)

\$ 0.00

Oil Gross Production Tax @2% Tax Rate (0.02)

\$ 0.00

Oil Gross Production Tax @4% Tax Rate (0.04)

\$ 0.00

Oil Gross Production Tax @7% Tax Rate (0.07)

\$ 0.00

12.5% Tax on Oil from an Unknown Source

\$ 0.00

Total Gross Production Tax on Oil

\$ 0.00

Gas Gross Production Tax @1% Tax Rate (0.01)

\$ 17,003.90

Gas Gross Production Tax @2% Tax Rate (0.02)

\$ 0.00

Gas Gross Production Tax @4% Tax Rate (0.04)

\$ 0.00

Gas Gross Production Tax @7% Tax Rate (0.07)

\$ 0.00

Total Gross Production Tax on Gas

\$ 17,003.90

Total Gross Production Tax

\$ 17,003.90

Oil Petroleum Excise Tax @0.095% Rate

\$ 0.00

Gas Petroleum Excise Tax @0.095% Rate

\$ 1,615.38

Total Petroleum Excise Tax

\$ 1,615.38

Oklahoma Energy Resources Board Fee (Oil)

\$ 0.00

Oklahoma Energy Resources Board Fee (Natural Gas)

\$ 1,700.39

Sustaining Oklahoma's Energy Resources Fee (Oil)

\$ 0.00

Sustaining Oklahoma's Energy Resources Fee (Natural Gas)

\$ 57.92

Total Fees Due

\$ 1,758.31

Total Amount Paid:

\$ 20,377.59

Company Name and Address

OTC USE ONLY

2501 LINCOLN BLVD

OKLAHOMA CITY, OK 73194-0000

By checking this box, I declare that the information contained in this document is true and correct to the best of my knowledge.

* First Name

Sample User 1

* Last Name

Sample

Phone Number xxx-xxx-xxxx

Continue

Cancel

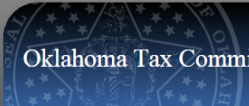
Return to Main Menu


Policies | About Oklahoma's Web Portal | Feedback

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8. To begin the payment process, select “Pay Selected”
9. Enter the Billing information, Payment Type, and Payment Date

Note: A future payment date cannot be scheduled later than the 24th day of the month that the payment is due.




 Gross Production Reporting System

Time Remaining: 39:16

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)



PAYMENT INFORMATION

PROCESS PAYMENT

RECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Payment Information

* Indicates a required field.

Billing Information

* Name on Account:


* Billing Address:

* Billing City:

* Billing State:

- Please Select -

* Billing Zip: xxxxx-xxxx

Email: 

Payment Information

* Select Payment Type:

- PLEASE SELECT -

NOTE: The following field 'Initiate Payment Date' should be left blank in order to pay immediately.
Initiate Payment Date: Format: MM/DD/YYYY

Savings/Checking Account Info (All fields required)

☐ Select if this payment IS being funded specifically by a foreign source (bank or company), an International ACH Transaction (IAT).

Account Number:

Re-enter Account Number:


Routing Number:


Re-enter Routing Number:

Total Amount: \$20,377.59

Continue

Back

 Your Payment is Safe & Secure
Click here to learn more.



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10. The system provides two payment methods: ACH Debit (Savings/Checking Account) and ACH Credit.
11. If paying by ACH Debit (Savings/Checking Account), complete the Billing Information section along with the Account Number and Routing Number. Set the payment type to either “Savings Account” or “Checking Account” and select a payment date. Click the “Continue” button.

The screenshot shows the 'Secure Checkout' page of the Oklahoma Tax Commission's Gross Production Reporting System. The page has a blue header with the Oklahoma Tax Commission logo and the system name. A navigation bar includes links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A 'Time Remaining' indicator shows 36:29. Below the header, a 'Welcome, Sample User 1 Sample' message is displayed with links for Logout and Account Profile. The main content area is titled 'Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Payment Information'. It features a 'Secure Checkout' section with a progress bar showing 'PAYMENT INFORMATION', 'PROCESS PAYMENT', and 'RECEIPT'. The 'Billing Information' section contains fields for Name on Account (Sample User 1), Billing Address (2501 N Lincoln), Billing City (Oklahoma City), Billing State (Oklahoma), Billing Zip (74159), and Email (sampleuser1@sample.com). The 'Payment Information' section includes a 'Select Payment Type' dropdown set to 'Checking Account' and a 'NOTE' about the 'Initiate Payment Date' field, which is set to 5/24/2015. The 'Savings/Checking Account Info' section has a checkbox for international transactions, followed by fields for Account Number (12584936), Re-enter Account Number (12584936), Routing Number (103900036), and Re-enter Routing Number (103900036). The total amount is \$20,377.59. At the bottom, there are 'Continue' and 'Back' buttons, a security notice, a CyberTrust logo, and a footer with links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 36:29

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

Logout Account Profile

Secure Checkout

PAYMENT INFORMATION PROCESS PAYMENT RECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Payment Information

* Indicates a required field.

Billing Information

* Name on Account:
Sample User 1

* Billing Address:
2501 N Lincoln

* Billing City:
Oklahoma City

* Billing State:
Oklahoma

* Billing Zip: xxxxx-xxxx
74159

Email: sampleuser1@sample.com

Payment Information

* Select Payment Type:
Checking Account

NOTE: The following field 'Initiate Payment Date' should be left blank in order to pay immediately.
Initiate Payment Date: Format: MM/DD/YYYY
5/24/2015

Savings/Checking Account Info (All fields required)

☐ Select if this payment IS being funded specifically by a foreign source (bank or company), an International ACH Transaction (IAT).

Account Number:
12584936

Re-enter Account Number:
12584936

Routing Number:
103900036

Re-enter Routing Number:
103900036

Total Amount: \$20,377.59

Continue Back


Your Payment is Safe & Secure
Click here to learn more.


cybertrust certified

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12. The system will display a summary page for review. Select “Authorize Payment” to remit payment.



 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 39:28

HomeOklahoma Tax CommissionContact UsState of Oklahoma WebsiteMy ProfileMy Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [Manage Form 300C](#) / [Submit \(300-C\)](#) / [Confirm \(300-C\)](#) / [Save Report \(300-C\)](#) / [Confirm Payment Info](#)

SecureCheckout

PAYMENT INFORMATIONPROCESS PAYMENTRECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Confirm Payment Information

*****YOUR PAYMENT IS NOT COMPLETE*****

Please review the information below, when finished, click the "AUTHORIZE PAYMENT" button to complete this transaction.

Billing Information

Name on Account:
Sample User 1

Billing Address:
2501 N Lincoln

Billing City:
Oklahoma City

Billing State:
Oklahoma

Billing Zip:
74159

Email:
sampleuser1@sample.com

Payment Information

Select Payment Type:
Checking Account

Savings/Checking Account Info (All fields required)

Account Number:
XXXX4936

Routing Number:
XXXXX0036

Total Amount: \$20,377.59


Only hit the AUTHORIZE PAYMENT button once. To avoid duplicate billing, please do not hit the REFRESH or BACK button on your browser during this process.


Please allow up to 60 seconds for this transaction to finish. Once complete, an receipt page will be provided for you to print.

Authorize Payment

Back


Your Payment is Safe & Secure
Click here to learn more.





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13. Once the payment has been authorized and completed, the system will display a receipt page. The system will also generate an email to the user containing the receipt information. The receipt will have a confirmation number, transaction ID, and the total amount. The payment status of the 300C will show “Paid” on the 300C tab.



Gross Production Reporting System

Time Remaining: 39:17

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

Receipt

NOTE: This confirmation acknowledges the successful completion of your payment for the items below.

If you need to view or print out further documentation regarding this transaction, please return to the Oklahoma Tax Commission - Gross Production Reporting Test System home page by clicking the link below:

[Print Your Receipt](#) | [Gross Production Reporting Test System Home Page](#)

A copy of this receipt has been emailed to sampleuser1@sample.com.

Secure Checkout

PAYMENT INFORMATIONPROCESS PAYMENTRECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - Receipt

Billing Information

Sample User 1
2501 N Lincoln
Oklahoma City, OK 74159
sampleuser1@sample.com

Payment Information


Select Payment Type:
Checking Account

Savings/Checking Account Info

Account Number:
XXXX4936

Confirmation Information

Transaction ID: 6578
Transaction Date: 05/28/2015 12:17:46am
Total Amount: \$20,377.59




Thank you for your payment.
Did you know that OK.gov offers many other online services that could benefit you! Visit www.ok.gov to renew your vehicle tag online, search for state jobs, renew and apply for a professional license, pay a variety of taxes online and much more.

[Return to Gross Production Tax](#)

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14. If paying by ACH Credit, complete the “Billing Information” section and select “ACH Credit” on the Payment Type drop down box. Select the “Continue” button.

 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 38:40

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Secure Checkout

PAYMENT INFORMATIONPROCESS PAYMENTRECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Payment Information

* Indicates a required field.

Billing Information

* Name on Account:

Sample User 1

* Billing Address:

2501 N Lincoln

* Billing City:

Oklahoma City

* Billing State:

Oklahoma

* Billing Zip: xxxxx-xxxx

74159

Email: ?

sampleuser1@sample.com

Payment Information

* Select Payment Type:


ACH Credit

Total Amount: \$15,505.42

Continue

Back


Your Payment is Safe & Secure
Click here to learn more.




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15. The system will display the summary page for review. Select the “Continue” button.



 Gross Production Reporting System

Oklahoma Tax Commission

Time Remaining: 39:25

HomeOklahoma Tax CommissionContact UsState of Oklahoma WebsiteMy ProfileMy Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [Manage Form 300C](#) / Confirm Payment Info

SecureCheckout

PAYMENT INFORMATIONPROCESS PAYMENTRECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - 300C - Confirm Payment Information

*****YOUR SUBMISSION IS NOT COMPLETE.*****

Please review the information below. When finished, click the Continue button to complete the Submission.

Billing Information

Name on Account:

Sample User 1

Billing Address:

2501 N Lincoln

Billing City:

Oklahoma City

Billing State:

Oklahoma

Billing Zip:

74159

Email:

sampleuser1@sample.com

Payment Information


Select Payment Type:


ACH Credit


NOTE: In order to finalize this 300-C Form you must select "Continue" otherwise the form has not been finalized.

Continue

Back

 Your Payment is Safe & Secure
Click here to learn more.





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16. The system will display the receipt page. This page will contain an addenda record that can be taken to the banking institution to initiate payment to the Tax Commission. The system will also generate an email to the user containing the receipt information. The payment status of the 300C will show "Payment Pending," in the 300C tab, until the payment is received by the Oklahoma Tax Commission.

 Gross Production Reporting System

 Oklahoma Tax Commission

Time Remaining: 39:20

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

Receipt

NOTE:

View/print the information provided below regarding the ACH Credit Payment

Please complete this transaction by contacting your banking institution to initiate the ACH Credit Payment to the Oklahoma Tax Commission.

The 300-C Form status will remain in a pending state until payment verification has been received. Upon payment verification, an email receipt will be generated and provided to the email address on file.

[Gross Production Reporting Test System Home Page](#)

Secure  Checkout

PAYMENT INFORMATION PROCESS PAYMENT RECEIPT

Oklahoma Tax Commission - Gross Production Reporting Test System - Receipt

Billing Information

Sample User 1
2501 N Lincoln
Oklahoma City, OK 74159
sampleuser1@sample.com

Payment Information

Select Payment Type:
ACH Credit

Please use the below Addenda Record when initiating the ACH Credit Payment at your banking institution.

TXP*00000*08401*150131*T*00001550542



Thank you for informing us of your ACH credit payment.
Did you know that OK.gov offers many other online services that could benefit you! Visit www.ok.gov to renew your vehicle tag online, search for state jobs, renew and apply for a professional license, pay a variety of taxes online and much more.

Return to Gross Production Tax



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Standalone 300C

The system also allows a standalone 300C to be entered into the system without having a 300R preceding it.

To enter a standalone 300C:

1. In the 300C tab, select the “Submit New 300C” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed with links for Logout and Account Profile. The main content area shows the 'Gross Production Tax Reports' section with tabs for 300R and 300C. Below the tabs, there are filter criteria: Confirmation ID, Transaction ID, Status (All), Amount Due (999999.99 or 9999999), and Submitted By. A 'Production Period' section allows filtering by 'From' and 'To' dates, each with month and year dropdowns. Search and Clear buttons are provided. A 'Submit New 300-C' button is highlighted with a red rectangle. A 'Return to Main Menu' link is at the bottom. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:21

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / Manage Form 300C

Gross Production Tax Reports

300R 300C

Use any of the criteria below to filter the list of Gross Production Tax Reports.

Confirmation ID Transaction ID Status
 All ▼

Amount Due 999999.99 or 9999999 Submitted By

Production Period

From:

Month Year
Please Select ▼ Please Select ▼

To:

Month Year
Please Select ▼ Please Select ▼

Search Clear

Submit New 300-C

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2. If the user account has more than one company reporting number assigned to it, select the appropriate company for the 300C. Select the “Continue” button.

The screenshot shows the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1 Sample' is displayed with links for Logout and Account Profile. The breadcrumb trail indicates the user is at Home / Manage Form 300R / Manage Form 300C / Submit (300-C). The main heading is 'Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report'. A note states '* Indicates a required field.' The 'Company Selection' section prompts the user to choose a company. A table lists two companies: 'OTC USE' with reporting number '77777' and 'OTC USE ONLY' with reporting number '00000'. The 'Continue' button is highlighted with a red box. A 'Return to Main Menu' button is located below the table. The footer contains links for Policies, About Oklahoma's Web Portal, and Feedback, along with the copyright notice '© 2015 State of Oklahoma'.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:28

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

Home / [Manage Form 300R](#) / [Manage Form 300C](#) / Submit (300-C)

Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report

* Indicates a required field.

Company Selection

* Please choose the company for which you would like to submit this form.

Company List


Company Name	Reporting Number
<input type="radio"/> OTC USE	77777
<input type="radio"/> OTC USE ONLY	00000

[Continue](#) [Cancel](#)

[Return to Main Menu](#)

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3. Enter the amount of taxes due under each product and tax rate. Enter the amounts for the OERB and SOER fees due. Enter the name of the individual completing the 300C form. Check the acknowledgement box. Select the “Continue” button.



Gross Production Reporting System

Time Remaining: 35:38

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300B](#) / [Manage Form 300C](#) / [Submit \(300-C\)](#)

Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report

* Indicates a required field.

Taxpayer FEIN/SSN
XX-XXX4444

Company Reporting Number
00000

Reporting Period:
* Month: February * Year: 2015

Amounts entered in the following fields must be numeric only (example 999999.99 or 9999999).

Oil Gross Production Tax @1% Tax Rate (0.01)	\$ 650.00
Oil Gross Production Tax @2% Tax Rate (0.02)	\$ 0.00
Oil Gross Production Tax @4% Tax Rate (0.04)	\$ 50.00
Oil Gross Production Tax @7% Tax Rate (0.07)	\$ 200.00
12.5% Tax on Oil from an Unknown Source	\$ 0.00
Total Gross Production Tax on Oil	\$ 900.00
Gas Gross Production Tax @1% Tax Rate (0.01)	\$ 6.50
Gas Gross Production Tax @2% Tax Rate (0.02)	\$ 0.00
Gas Gross Production Tax @4% Tax Rate (0.04)	\$ 4.95
Gas Gross Production Tax @7% Tax Rate (0.07)	\$ 10.00
Total Gross Production Tax on Gas	\$ 21.45
Total Gross Production Tax	\$ 921.45
Oil Petroleum Excise Tax @0.095% Rate	\$ 125.00
Gas Petroleum Excise Tax @0.095% Rate	\$ 36.00
Total Petroleum Excise Tax	\$ 161.00
Oklahoma Energy Resources Board Fee (Oil)	\$ 25.00
Oklahoma Energy Resources Board Fee (Natural Gas)	\$ 6.30
Sustaining Oklahoma's Energy Resources Fee (Oil)	\$ 8.95
Sustaining Oklahoma's Energy Resources Fee (Natural Gas)	\$ 4.50
Total Fees Due	\$ 44.75
Total Amount Paid:	\$ 1,127.20

Company Name and Address
OTC USE ONLY
2501 LINCOLN BLVD
OKLAHOMA CITY, OK 73104-0000


☒ * By checking this box, I declare that the information contained in this document is true and correct to the best of my knowledge.

* First Name: Jessica * Last Name: Roberts

Phone Number XXX-XXX-XXXX


Continue Cancel

Return to Main Menu



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- The system will display a summary page for review. Select the “Confirm” button to continue to the confirmation page.



Gross Production Reporting System

Time Remaining: 39:27

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Home / [Manage Form 300B](#) / [Manage Form 300C](#) / [Submit \(300-C\)](#) / [Confirm \(300-C\)](#)

Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report

Confirmation Page

Note: The form has not yet been submitted, please review for any errors and confirm your submission at the bottom of the page.

Taxpayer FEIN/SSN
XX-XXX4444

Company Reporting Number
00000

Reporting Period

Month	Year
February	2015

Oil Gross Production Tax @1% Tax Rate	\$650.00
Oil Gross Production Tax @2% Tax Rate	\$0.00
Oil Gross Production Tax @4% Tax Rate	\$50.00
Oil Gross Production Tax @7% Tax Rate	\$200.00
12.5% Tax on Oil from an Unknown Source	\$0.00
Total Gross Production Tax on Oil	\$ 900.00
Gas Gross Production Tax @1% Tax Rate	\$6.50
Gas Gross Production Tax @2% Tax Rate	\$0.00
Gas Gross Production Tax @4% Tax Rate	\$4.95
Gas Gross Production Tax @7% Tax Rate	\$10.00
Total Gross Production Tax on Gas	\$ 21.45
Total Gross Production Tax	\$ 921.45
Oil Petroleum Excise Tax @0.095% Rate	\$125.00
Gas Petroleum Excise Tax @0.095% Rate	\$36.00
Total Petroleum Excise Tax	\$ 161.00
Oklahoma Energy Resources Board Fee (Oil)	\$25.00
Oklahoma Energy Resources Board Fee (Natural Gas)	\$6.30
Sustaining Oklahoma's Energy Resources Fee (Oil)	\$8.95
Sustaining Oklahoma's Energy Resources Fee (Natural Gas)	\$4.50
Total Fees Due	\$ 44.75
Total Amount Paid:	\$ 1,127.20

Company Name and Address

OTC USE ONLY

2501 LINCOLN BLVD

OKLAHOMA CITY, OK 73194-0000

☒ By checking this box, I declare that the information contained in this document is true and correct to the best of my knowledge.

First Name
Jessica


Last Name
Roberts

Phone Number

Confirm

Back

Return to Main Menu





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- The system will display the confirmation page. To initiate a payment on the 300C select, the "Continue & Pay" button.

 Gross Production Reporting System

 Oklahoma Tax Commission

Time Remaining: 39:30

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Manage Form 300R](#) / [Manage Form 300C](#) / [Submit \(300-C\)](#) / [Confirm \(300-C\)](#) / [Save Report \(300-C\)](#)

Oklahoma Tax Commission - Gross Production Reporting System - Gross Production Tax Report - Submission Confirmation

NOTE: The report has been saved and entered into the system, but will not be submitted to the Oklahoma Tax Commission until a payment has been made for this report.

If you need to view or print out further documentation regarding this form, please return to the Oklahoma Tax Commission - Gross Production Reporting System home page by clicking the 'Return to Main Menu' button at the bottom of the screen.

An email has been sent to 'sampleuser1@sample.com' for your records. An email has also been sent to company remitters informing them of a form requiring payment. You will be notified via email when payment has been submitted for this report.

Gross Production Tax Report (300-C) Details

Taxpayer FEIN/SSN XX-XXX4444	Company Reporting Number 00000
--	--


Production Period

Month February	Year 2015
--------------------------	---------------------

Submission Confirmation Information


Confirmation ID: R567
Submission Date: 05/28/2015
Total Amount Due: \$1,127.20

[Return to Gross Production Tax](#) [Continue and Pay](#)



Thank you for your form submission.
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6. Follow the same procedures laid out for payment in the auto-generated 300C Section on pages 48 - 54.

Note: The system will generate an alert email to the user stating that a payment has been made.

Viewing Submitted Reports Module

Submitted reports can be viewed in the “View Submitted Reports” Module.

To access submitted reports:

1. Log into the online Gross Production Reporting System.
2. Select the “View Submitted Reports” Module.

The screenshot displays the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. The main content area features a 'Main Menu' with four modules: 'Manage Users', 'Gross Production Tax Reporting and Payment', 'View Submitted Reports' (highlighted with a red box), and 'Penalty and Interest Payment'. Each module has a description and a corresponding button. The 'View Submitted Reports' module is described as the option to view submitted Gross Production Tax Reports and submitted Penalty & Interest Payments. The footer includes links for Policies, About Oklahoma's Web Portal, and Feedback, along with a copyright notice for 2015 State of Oklahoma.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 38:22

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample

[Logout](#) [Account Profile](#)

Home

Main Menu

Manage Users

Select this option to add, edit or remove users.

[Manage Users](#)

Gross Production Tax Reporting and Payment

Select this option to add, edit or remove a 300R and/or 300C Gross Production Tax Reporting Form.

[Gross Production Tax](#)

View Submitted Reports

Select this option to view submitted Gross Production Tax Reports and submitted Penalty & Interest Payments.

[View Submitted Reports](#)

Penalty and Interest Payment

Select this option to submit payment for Penalty and Interest.

[Penalty and Interest](#)

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3. Select the “View Gross Production Reports” button

Oklahoma Tax Commission Gross Production Reporting System

Time Remaining: 39:24

Home Oklahoma Tax Commission Contact Us State of Oklahoma Website My Profile My Access

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / Submitted Reports

Submitted Reports Menu


View Submitted Gross Production Reports
Select this option to view a previously submitted 300R and/or 300C Gross Production Tax Reporting Form.
[View Gross Production Reports](#)

View Submitted P&I Payments
Select this option to view a previously submitted Penalty & Interest Payments.
[View P&I Billings](#)


[Return to Main Menu](#)

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4. Enter the desired search criteria and select the "Search" button. To bring up all submitted reports, leave the search criteria blank and select the "Search" button.



Oklahoma Tax Commission



Gross Production Reporting System

Time Remaining: 39:25

[Home](#) [Oklahoma Tax Commission](#) [Contact Us](#) [State of Oklahoma Website](#) [My Profile](#) [My Access](#)

Welcome, Sample User 1 Sample
[Logout](#) [Account Profile](#)

[Home](#) / [Submitted Reports](#) / Search Gross Production Tax Reports

View Gross Production Tax Reports

Use any of the criteria below to filter the list of Gross Production Tax Reports.

Confirmation ID

Transaction ID

Total Amount 999999.99 or 9999999

Production Period

From:

Month

Please Select ▼

Year

Please Select ▼

To:

Month

Please Select ▼

Year

Please Select ▼

Submission Date Range

From:

Month

Please Select ▼

Year

Please Select ▼

To:

Month

Please Select ▼


Year


Please Select ▼

Search

Clear

Return to Main Menu

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5. The system will display all submitted reports.

The screenshot displays the Oklahoma Tax Commission's Gross Production Reporting System. The header includes the Oklahoma Tax Commission logo and the system name. A navigation bar contains links for Home, Oklahoma Tax Commission, Contact Us, State of Oklahoma Website, My Profile, and My Access. A welcome message for 'Sample User 1' is shown. The main content area is titled 'View Gross Production Tax Reports' and includes a search filter section with fields for Confirmation ID, Transaction ID, and Total Amount. Below these are sections for Production Period and Submission Date Range, each with 'From' and 'To' date pickers. Search and Clear buttons are present. The search results show 2 matches, with a table listing report details. At the bottom, there are buttons for 'View Selected', 'Print Selected', and 'Save Selected as PDF', along with a 'Return to Main Menu' button and an Adobe Reader download prompt.

Oklahoma Tax Commission

Gross Production Reporting System

Time Remaining: 39:14

Welcome, Sample User 1 Sample

Home / Submitted Reports / Search Gross Production Tax Reports

View Gross Production Tax Reports

Use any of the criteria below to filter the list of Gross Production Tax Reports.

Confirmation ID Transaction ID Total Amount 999999.99 or 9999999

Production Period

From:

Month Year

Please Select Please Select

To:

Month Year

Please Select Please Select

Submission Date Range

From:

Month Year

Please Select Please Select

To:

Month Year

Please Select Please Select

Search Clear

Search Results - 2 Matches Were Found

Company Name	Reporting Number	Production Period	Confirm ID	Transaction ID	Total Amount	Submission Date
OTC USE ONLY	00000	Nov-2014	R558	6578	\$20,377.59	05/28/2015
OTC USE ONLY	00000	Nov-2014	R450	6558	\$20,377.59	05/24/2015

View Selected Print Selected Save Selected as PDF

Return to Main Menu

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Note: From this screen, the reports can be viewed, printed, or saved as a PDF to the user's computer. Select the desired report and then select the applicable button.

Contact Us

For questions regarding the new Gross Production online reporting system, or Gross Production tax reporting in general.

Gross Production Online System & Reporting Questions

Phone: 405-522-1764

Email: GrossProductionQuestions@oktax.state.ok.us

Gross Production Online System Account Unlock Requests

Phone: 405-524-3468 ext. 2

Gross Production Company Registration & Bonding Questions

Phone: 405-521-4558

Gross Production New Well Registration & PUN Questions

Phone: 405-521-3674